



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
PSC BOX 8003
CHERRY POINT, NC 28533-0003

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OPS
25 May 06

AIR STATION ORDER P3140.2M

From: Commanding General, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: DESTRUCTIVE WEATHER OPERATIONS

Ref: (a) MCO P3040.4E
(b) MCO 3440.7A
(c) MCO 5740.2F w/Erratum
(d) MCIEASTO 3440

1. Situation. This Order provides guidance, information, and procedures for use in the event of destructive weather (thunderstorms, wind conditions, flooding, tropical cyclones, tornadoes, and winter storms) events requiring the activation of an air station emergency operations center. Reference (a) is the Marine Corps Casualty Procedures Manual. Reference (b) provides policy, planning guidance and assignment of responsibilities in response to requests for assistance from civil authorities during presidential declared or undeclared disasters and domestic emergencies. Reference (c) provides instructions for the reporting of OPREP-3 SIR (Serious Incident Reports). Reference (d) is the MCIEAST Order providing guidance, information, and procedures for use in the event of destructive weather.

2. Cancellation. AirStaO P3140.2L.

3. Mission. To implement and execute emergency operations center responsibilities during destructive weather events in a timely and effective manner, and be prepared to provide military support to civil authorities, to minimize loss of life, injury, or damage to property.

4. Execution

a. Commander's Intent. To ensure those personnel involved in the management and operations of the emergency operations center during destructive weather events are provided adequate information pertaining to policy, procedures, responsibilities, and instructions.

b. Concept of Operations. This Order should be used in conjunction with the references and other current regulations and directives to ensure compliance with established policies and

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procedures from higher headquarters. Deviations from procedures and instructions should be approved by or referred to the MCAS Cherry Point Director of Operations.

(1) MCAS Cherry Point Director of Operations

(a) Provide policy, guidance and direction to MCAS Cherry Point tenant commands and directorates on destructive weather mitigation, preparation response, and recovery matters.

(b) Monitor and maintain oversight of destructive weather (thunderstorms, wind conditions, flooding, tropical cyclones, tornadoes, and winter storms) events requiring the activation of the MCAS Cherry Point Emergency Operations Center.

c. Communications. Telephone service will be the primary means of communication during destructive weather operations between the MCAS Cherry Point Emergency Operation Center, Emergency Shelters, and higher headquarters. Communication priorities are established in order of importance:

- (a) Telephone
- (b) Portable Transceivers (Motorola)
- (c) Wide/Local Area Network
- (d) Defense Message System
- (e) WebEOC/Internet
- (f) Secure/Unsecure Fax
- (g) Tactical/Commercial HF/SatCom Radios
- (h) Cable Channel 6
- (i) Courier

5. Administration and Logistics. Recommendations for changes to this Order should be submitted to Commanding General, Marine Corps Air Station Cherry Point, Director of Operations.

6. Command and Signal

a. Signal. This Order is effective the date signed.

b. Command. This Order is applicable to all tenants and directorates aboard MCAS Cherry Point.



D. L. BULAND
Chief of Staff

DISTRIBUTION: A

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RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

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DESTRUCTIVE WEATHER MANUAL

CHAPTER 1

GENERAL INFORMATION AND DEFINITIONS

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DESTRUCTIVE WEATHER MANUAL

CHAPTER 1

GENERAL INFORMATION AND DEFINITIONS

1000. SCOPE. This Manual deals primarily with the methods and procedures to be employed during destructive weather. Procedures set forth herein for protection against hurricane/tropical storm/snow storm/ice storm damage are applicable to other destructive weather phenomena and will be utilized in whole or in part as the situation dictates. Weather warnings, which are issued in anticipation of destructive or hazardous weather, are described herein.

1001. ESTABLISHMENT OF DESTRUCTIVE WEATHER CONDITIONS OF READINESS. The Commanding Officer MCAS Cherry Point will evaluate, set, and coordinate destructive weather conditions of readiness (DWCs) for MCAS Cherry Point and its associated outlying landing fields and ranges as local weather conditions dictate.

1002. ESTABLISHMENT OF AIRCRAFT DESTRUCTIVE WEATHER EVACUATION CONDITIONS. The Commanding Officer, MCAS Cherry Point, and Commanding General, 2D MAW, will establish aircraft evacuation conditions for locally based aircraft. 2D MAW aircraft hurricane evacuation instructions are contained in the current edition of WgO 3140.1.

1003. ESTABLISHMENT OF LOCAL DESTRUCTIVE WEATHER CONDITIONS. The MCAS Cherry Point Weather Service Officer is responsible for recommending and setting thunderstorm, tornado, gale and other local weather warnings and advisories for this command as directed by CO MCAS Cherry Point.

1004. PRECAUTIONARY MEASURES. Upon notification of hurricane/tropical storm/snow storm/ice storm or other destructive weather that may affect MCAS Cherry Point Commands, organizations will take preplanned precautionary measures prior to the arrival of the storm. Every effort will be made to mitigate the risk of damage, loss, or suffering resulting from the destructive weather conditions.

1005. RESPONSIBILITY FOR DAMAGE CONTROL MEASURES/RESTORATION ACTION

1. During a hurricane/tropical storm, damage control measures will be directed by the Emergency Operations Center (EOC) based on the

most recent weather forecast. During a snow storm/ice storm, the EOC will direct recovery operations as outlined in Chapter 11 of this Manual.

2. Immediately after a hurricane/tropical storm/snow storm/ice storm, responsibility for emergency relief, restoration and repairs will remain with the EOC until the CO MCAS Cherry Point directs its deactivation. At that point, all actions/activities will be returned to the staff sections, commands, and other agencies normally responsible for these functions.

3. The EOC will coordinate closely with all directorates and commands/units upon standup and standdown to maximize efficiency.

1006. REVIEW OF DESTRUCTIVE WEATHER PLANS. Prior to 01 May each year all tenant commands, to include the Naval Hospital, Naval Aviation Depot (NADEP), Group, Squadrons and Departments, will review and update their destructive weather plans. Rosters of personnel assigned duties herein shall be updated as required during hurricane season and provided to the A/CS G-1 and the Operations Directorate/EOC.

1007. TERMINOLOGY

1. Thunderstorm. A storm emitting thunder and lightning, which may be accompanied by extremely strong wind, gusts, torrential rainfall, and hail.

2. Severe Thunderstorm. A thunderstorm accompanied by wind gusts of 50 knots or greater and/or hail three-quarters of an inch or greater in diameter at the surface.

3. Tornado. A violent, rotating column of air, which forms a pendant, usually from a cumulonimbus cloud, whose circulation, reaches the ground. Wind forces within a tornado are estimated at 100 to more than 250 knots.

4. Gale. Sustained winds of 34-47 knots not associated with a tropical storm.

5. Storm. A major cyclonic non-tropical storm with sustained wind force of 48 knots or greater.

6. Tropical Cyclone

a. General. Tropical cyclones are systems of cyclonically rotating winds characterized by a rapid decrease in pressure and increase in wind speed toward the center of the storm. Three stages of intensity are associated with tropical cyclones: tropical depression (winds 33 knots or less), tropical storm (34 to 63 knots), and hurricanes (winds greater than 63 knots).

b. Tropical Cyclone Classification

(1) Tropical Wave. A trough of low pressure in the Trade-wind Easterlies.

(2) Tropical Disturbance. An area of circulation in the tropics that maintains its identity for 24 hours or more.

(3) Tropical Depression. An organized system of clouds and thunderstorms with a defined circulation and maximum sustained winds of 38 MPH (33 knots) or less.

(4) Tropical Storm. An organized system of strong thunderstorms with a defined circulation and maximum sustained winds of 39-73 MPH (34-63 knots).

(5) Hurricane. A tropical cyclone with sustained winds greater than 74 MPH (63 knots). The Saffir/Simpson Hurricane Damage Potential Scale categories are defined as:

(a) Category One. Sustained winds of 74-95 MPH (64-82 knots) or storm surge of 4-5 feet above normal sea state. No real damage to building structures. Damage primarily to unanchored mobile homes, shrubbery and trees. Some coastal flooding and minor pier damage.

(b) Category Two. Sustained winds of 96-110 MPH (83-96 knots) or storm surge up to 6-8 feet above normal sea state. Some roofing material, door and window damage to buildings. Considerable damage to vegetation, mobile homes and piers. Coastal and low-lying escape routes flood 2-4 hours before the arrival of the eye of the storm. Small craft in unprotected anchorages will likely break moorings.

(c) Category Three. Sustained winds 111-130 MPH (97-113 knots) or storm surge 9-12 feet above normal sea state. Some structural damage to small residences and utility buildings. Mobile homes are destroyed. Flooding near the coast destroys smaller structures with larger structures damaged by floating debris. Terrain less than 5 feet above mean sea level (MSL) may be flooded inland as far as eight miles.

(d) Category Four. Sustained winds of 131-155 MPH (114-135 knots) or storm surge 13-18 feet above normal sea state. More extensive damage with some complete roof failure on small residences. Major erosion of beach areas. Major damage to lower floors of structures near the shore. Terrain less than 10 feet above MSL may be flooded requiring massive evacuation of residential areas inland as far as six miles.

(e) Category Five. Sustained winds greater than 155 MPH (135 knots) or storm surge greater than 18 feet above normal sea state. Complete roof failure on many residences and industrial buildings. Some complete building failures with small utility buildings blown over or away. Major damage to lower floors of all structures located less than 15 feet MSL and within 500 yards of the shoreline. Massive evacuation of residential areas on low ground within 5-10 miles of the shoreline may be required.

NOTE: Saffir/Simpson Hurricane Damage Potential Scale categories are not to be confused with conditions of readiness.

1008. WARNINGS AND ADVISORIES SET BY MCAS CHERRY POINT WEATHER OFFICE

1. Thunderstorms/Tornado

a. Thunderstorm Condition II. Thunderstorms are expected in the general area (100 nautical mile radius of MCAS Cherry Point) and a possible threat to the Air Station within six hours. Lightning anticipated. Forecasted maximum winds, hail size and minimum ceilings and visibilities will be disseminated with this warning. Appropriate precautions should be taken to establish a state of readiness on short notice.

b. Thunderstorm Condition I. Thunderstorms are imminent (within 30 nautical miles of MCAS Cherry Point, and expected to pass within five miles of the center of the airfield within one hour) - lighting and thunder are also anticipated. Forecasted maximum winds, hail size and minimum ceilings and visibilities will be disseminated with this warning. Note: per AirStaO 3710.5H (3024), "fueling operations and ordnance operations to include arming/de-arming shall be terminated when a thunderstorm or a lightning discharge has occurred within 5 NM of the airfield. The Airfield Operations Officer is responsible for determining when fueling and ordnance operations should be discontinued due to weather conditions".

c. Severe Thunderstorm Condition II. Thunderstorms accompanied by wind gusts of 50 knots or greater and/or hail three-quarters of an inch or greater in diameter at the surface expected in the general area (100 nautical mile radius of MCAS Cherry Point and a possible threat to the Air Station) within six hours. Lightning and thunder are also anticipated. Forecasted maximum winds, hail size and minimum ceilings and visibilities will be disseminated with this warning. Take precautions that will permit establishment of an appropriate state of readiness on short notice.

d. Severe Thunderstorm Condition I. Thunderstorms accompanied by wind gusts in of 50 knots or greater and/or hail three-quarters of an inch or greater in diameter at the surface are imminent (within 30 nautical miles of MCAS Cherry Point, and expected to pass within five miles of the center of the airfield within one hour) - lighting and thunder are also anticipated. Forecasted maximum winds and hail size and minimum ceilings and visibilities will be disseminated with this warning.

e. Tornado Condition II. Conditions are favorable for the development of tornadoes in the general area (100 nautical mile radius of MCAS Cherry Point and a possible threat to the Air Station) within six hours.

f. Tornado Condition I. Tornadoes have been sighted or detected by radar within 30 nautical miles of MCAS Cherry Point and are expected to pass within five miles of the center of the airfield within one hour.

2. Wind Warning. Sustained winds and/or frequent wind gusts of 20-33 knots are expected to occur in the general area.

3. Gale Warning. Sustained winds of 34-47 knots, not associated with a tropical system are expected to occur in the general area.

4. Storm Warning. A major cyclonic non-tropical storm with sustained winds of 48 knots or greater is expected within the general area.

5. Hard Freeze Warning. The temperature is forecast to drop below 20 degrees Fahrenheit or remain below 32 degrees Fahrenheit for 24 hours.

6. Light to Moderate Snow Advisory. Expected accumulation of less than four inches of snow in the local area is forecast, not requiring the setting of a winter storm condition.

7. Light To Moderate Ice Advisory. Freezing rain will result in the glazing of exposed surfaces with the possibility of some measurable accumulation. Bridges and metallic surfaces will likely glaze first with other flat surfaces to follow.

8. Heavy Snow Warning. An accumulation of four inches or more of snow is expected in 12 hours or six or more inches in 24 hours which may be accompanied by freezing rain or sleet.

9. Heavy Ice Warning. Freezing rain will result in the measurable accumulation of one-quarter inch or more of ice.

1009. WARNINGS, ADVISORIES, AND BULLETINS ISSUED BY OTHER FEDERAL AGENCIES

1. The following are sources of tropical cyclone specific information issued by the National Hurricane Center and/or the National Weather Service.

a. Public Advisory. Provides hurricane warning and forecast information.

b. Marine Advisory. Provides detailed hurricane track and wind field information.

c. Tropical Cyclone Update. Highlights significant changes in a hurricane between advisories.

d. Probability of Hurricane/Tropical Storm Conditions. Provides a measure of the forecast track accuracy. The probabilities have no relation to tropical cyclone intensity.

e. Hurricane Local Statements. Issued by the local National Weather Service office and provides forecasts on how the storm may impact a local area.

f. Tropical Storm Watch. Tropical storm conditions are possible in the specified area within 36 hours.

g. Tropical Storm Warning. Tropical storm conditions are expected in the specified area within 24 hours.

h. Hurricane Watch. Hurricane conditions are possible in the specified area within 36 hours.

i. Hurricane Warning. Hurricane conditions are expected within the specified area within 24 hours.

2. Winter Storm Watch. Severe winter weather conditions are forecast for the area and time designated. These conditions may include freezing rain, sleet, snow, wind, and/or ice conditions.
3. Winter Storm Warning. Severe winter weather conditions are imminent or occurring in the forecast area. These conditions may be freezing rain, sleet, snow, wind, and/or ice conditions.
4. Blizzard Warning. A considerable amount of falling and/or blowing snow with sustained winds of 35 MPH (30 knots) or greater, and/or visibility in snow will be one quarter mile or less, and these conditions must continue for 3 or more hours.

1010. CONDITIONS OF READINESS SET BY CO MCAS CHERRY POINT

1. Destructive Weather Condition V (DWC V). Normal operations during hurricane season, set 01 June - 30 November. Reset after Condition 1(R) tasks are completed (All Clear).
2. Destructive Weather Condition IV (DWC IV). The trend indicates a **possible threat** of destructive winds of the force indicated (i.e. Hurricane/Tropical Storm/Storm) **within 72 hrs**.
3. Destructive Weather Condition III (DWC III). Destructive winds of the force indicated (i.e. Hurricane/Tropical Storm/Storm) are **possible** in the general area **within 48 hrs**.
4. Destructive Weather Condition II (DWC II). Destructive winds of the force indicated (i.e. Hurricane/Tropical Storm/Storm) are **anticipated** in the general area **within 24 hrs**.
5. Destructive Weather Condition I (DWC I). Destructive winds of the force indicated (i.e. Hurricane/Tropical Storm/Storm) are **anticipated** in the general area **within 12 hrs**.
6. Destructive Weather Condition I(C) (Caution) (DWC I(C)). Destructive winds of the force indicated (i.e. Hurricane/Tropical Storm/Storm) **are forecast** to affect the Cherry Point Area **within 6 hrs**.
7. Destructive Weather Condition I(E) (Emergency) (DWC I(E)). Destructive winds of the force indicated (i.e. Hurricane/Tropical Storm/Storm) **are occurring** in the Cherry Point Area.
8. Destructive Weather Condition I(R) (Recovery) (DWC I(R)). The destructive weather system has passed the Cherry Point area, but safety and storm hazards remain.

9. Winter Storm Condition IV (WSC IV). Normal operations during snow and ice storm season, set 01 DEC - 15 MAR. Winter storm activity has abated or ceased such that initial response and recovery operations may commence.
10. Winter Storm Condition III (WSC III). A winter storm with one-quarter inch ice or four or more inches of snow is forecast within 24 hours.
11. Winter Storm Condition II (WSC II). A winter storm with one-quarter inch ice or four or more inches of snow is forecast within 12 hours.
12. Winter Storm Condition I (WSC I). A winter storm with one-quarter inch ice or four or more inches of snow is forecast within 2 hours, is imminent, or in progress.

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CHAPTER 2

DESTRUCTIVE WEATHER CONDITION GENERAL ACTIONS

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CHAPTER 2

DESTRUCTIVE WEATHER CONDITION GENERAL ACTIONS

2000. INFORMATION

1. Destructive weather poses a significant threat to personnel and property and may endanger life, destroy property, and require expenditure of funds for repair. Extensive damage may be caused by flying debris, such as rocks, lumber, fuel drums, sheet metal, and loose gear of any type which can be picked up by the wind and hurled with great force. Additionally, flooding, storm surges, sudden wind shifts, gusts, squalls, lightning, hail, and ice storms can produce damage.
2. Destructive Weather Conditions (DWCs) allow commanders to set conditions of readiness and increase levels of preparedness to withstand destructive weather as it approaches the base/station. Most importantly, the DWCs permit an orderly curtailment of essential services and operations in the interest of the safety of personnel and property.
3. Anticipation of destructive weather will drive the establishment of Destructive Weather Conditions of Readiness (DWCs). These Conditions of Readiness will be set by the Commanding Officer of MCAS Cherry Point to ensure required procedures are implemented. All groups, squadrons, directorates and departments setting DWCs shall accomplish the requirements identified in this manual. Supporting Unit destructive weather plans should contain specific checklists for the individual groups, squadrons, directorates or departments. Appendix G is MCAS Cherry Point Command and Staff's specific task checklist to be complete as the various DWCs are set.
4. All Commands shall brief Marines on destructive weather annually prior to hurricane season (DWC V). The brief should concentrate on personal, family, and community safety; as well as conduct and impact expected during different DWCs. A portion of the brief should include instructions on how Marines can get the latest information on base DWCs and any in-town conditions which may affect them (i.e. local curfews).

2001. DESTRUCTIVE WEATHER CONDITION V (DWC V) GENERAL ACTIONS

1. Normal operations. Set 1 June through 30 November.

2. Review destructive weather implementation plans. Assess potential disaster scenarios.
3. MCAS Cherry Point and II MAW should review civilian and military personnel requirements for the various destructive weather situations.
4. Provide the MCAS A/CS G-1 all personnel lists required in Chapter 3 of this order.

2002. DESTRUCTIVE WEATHER CONDITION IV (DWC IV) GENERAL ACTIONS (72 HOURS)

1. Review destructive weather implementation plans. Ensure recall procedures can be executed if necessary.
2. Conduct preliminary inspection of area and buildings. Install tie-downs on temporary buildings.
3. Inspect all buildings for broken windows, screens and doors. Repair discrepancies.
4. Inspect and prepare to issue foul weather gear.
5. See Chapter 3 for specific command responsibility.
6. Report DWC IV set in accordance with paragraph 9000 of this Manual.

2003. DESTRUCTIVE WEATHER CONDITION III (DWC III) GENERAL ACTIONS (48 HOURS)

1. The EOC will be activated. All appropriate unit commanders and directorate/department heads establish EOC watches. Reduce manning of the EOC authorized at Director of Operation's discretion.
2. Destructive Weather Officer brief assigned OIC of Emergency Shelters/DCP OIC/SAF OIC. (See paragraphs 3001, 3008, 3018 and 11005.)
3. OIC of Emergency Shelters brief Emergency Shelter Teams. Prepare to set up Emergency Shelters on command of the EOC.
4. Complete emergency repairs to buildings. Maintain current status reports on facilities, buildings, equipment, material, and personnel readiness.

5. Prepare supplies, file all classified material for best protection from high winds and waters.
6. Report number of personnel requiring emergency rations to the Supply Directorate via the chain of command. 2D MAW units will report, through their respective Groups, to AC/S G4. Station and independent units will report to EOC (DSN 582-5216/5217/5218/3393), unless otherwise directed. Meals Ready to Eat (MREs) are for emergency consumption only. The Mess Hall, clubs and snack bars will be used as long as possible. Refer to paragraph 7001 for MRE issue, recovery, and accountability procedures.
7. Coordinate with the 2D MAW G-6 for the set up and operational check of emergency communications equipment (Singars or HF at groups, emergency shelters, hospital and Mess Hall).
8. Review plans for aircraft evacuation (continue flight operations unless otherwise directed).
9. Prepare and submit to the Director of Facilities or Assistant Chief of Staff G-4, as appropriate, a list of auxiliary electrical power generators that may be used as backup equipment aboard the Station or by civil agencies. Placement of the auxiliary generators will be accomplished by 2D MAW off-base, and a combination of 2D MAW and Station Motor Transport on-base.
10. Issue foul weather gear to EOC, DCP, and Emergency Shelter personnel.
11. See Chapter 3 for specific command responsibility.
12. Report DWC III set in accordance with paragraph 9000 of this Manual.

2004. DESTRUCTIVE WEATHER CONDITION II (DWC II) GENERAL ACTIONS (24 HOURS)

1. Improve emergency preparations to minimize damage from wind and water.
2. Remove signs, debris and portable equipment. Tie down and cover remaining equipment.
3. Make detailed inspection of all areas and buildings.
4. Install storm windows, if available. Board up large windows. Close curtains or blinds, if installed.

5. Empty full trash bins to preclude trash from being blown about.
6. Prepare hangars for maximum hangaring of aircraft and equipment.
7. Evacuate or hangar aircraft and equipment when directed by proper authority.
8. Establish 30 person Damage Control Party with two 7-ton trucks at Cherry Tree House. Facilities EOC rep will identify to the Damage Control Party Leader a source of sand for sandbags.
9. 2D MAW Motor Transport dispatch tactical vehicles listed in Appendix C as directed by the EOC.
10. Facilities and II MAW will position and check emergency generators with manuals and operator. (See paragraph 3011.)
11. Man Facilities Maintenance Dept Command Post on continuous basis when directed by the EOC.
12. Position two refrigerators at the Cherry Tree House Emergency Shelter and any other center activated by the EOC on call.
13. Liberty will remain at discretion of Group/Squadron Commanders and Directorate heads.
14. MREs are drawn in accordance with paragraph 7001.
15. See Chapter 3 for specific command responsibility.
16. Report DWC II set in accordance with paragraph 9000 of this manual.

2005. DESTRUCTIVE WEATHER CONDITION I, I(C), I(E) (DWC I, I(C), I(E)) GENERAL ACTIONS (12, 6, AND 0 HOUR)

1. At the discretion of the respective Commanders or Station Directorates, all civilian and military personnel neither required for essential/emergency duties, nor responsible for providing services to other units/personnel may be secured to quarters when DWC I is set. Once DWC I(C) is set, all nonessential personnel will be released to their quarters. Base facilities, except where noted below, will be closed. Movement about the base should be kept to a minimum to allow crews to properly prepare the base. **Once DWC I(E) is set, ALL OUTSIDE ON BASE ACTIVITY IS PROHIBITED UNLESS AUTHORIZED BY THE EOC.**

2. Complete general security measures.
3. EOC is fully manned on 24 hour basis.
4. Make every effort to keep the Commissary, Seven Day Troop Stores, gas stations, and CDC open to the last minute to provide base residents an opportunity to purchase emergency provisions.
5. The Mess Hall will continue to provide meals during regularly scheduled meal periods or according to a schedule as modified by the EOC until loss of steam, water, electricity or damage forces closure. Rotate emergency personnel to the Mess Hall and secure all non-essential personnel.
6. Cherry Point Operations will dispatch two liaison personnel to the Civil Disaster Preparedness Office, New Bern as required. The liaison personnel are to act as official MCAS Cherry Point representatives in the Craven County EOC.
7. Replace wiring antennas on communications equipment with whip antennas as appropriate. 2D MAW G-6 will coordinate this task.
8. See Chapter 3 for specific command responsibilities.
9. Report DWC I, I(C), I(E) set in accordance with paragraph 9000 of this manual.

2006. DESTRUCTIVE WEATHER CONDITION RECOVERY (DWC I(R)) GENERAL ACTIONS

1. Nonessential functions remain closed unless directed by the EOC during DWC I(R). **ALL BUT EMERGENCY ESSENTIAL PERSONNEL REMAIN IN THEIR QUARTERS UNTIL "ALL CLEAR" IS SOUNDED** (normally by the resetting of DWC V).
2. The Officer in Charge of the EOC will determine the appropriate time to standdown from DWC I(R), based on weather forecasts and civil/military damage situations.
3. Upon securing from DWC I(R), the OIC of the EOC will sound "All Clear". The EOC will remain active until all Emergency Shelters are stood down and all gear stowed.
4. The same assets/personnel used to establish and operate Emergency Shelters will be utilized during the standdown period, augmented as required depending on military/civil damage incurred.

5. After the standdown is complete, recovery relief and repair efforts will revert to Directorates/activities normally responsible for the functions. The Facilities Directorate will be augmented as required for clean up of common areas.

6. After Action Reports shall be submitted electronically via email attachment through chain of command to 2D MAW Destructive Weather or MCAS Cherry Point Destructive Weather OMB account (as appropriate) within five working days.

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CHAPTER 3

SPECIFIC COMMAND RESPONSIBILITY

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DESTRUCTIVE WEATHER MANUAL

CHAPTER 3

SPECIFIC COMMAND RESPONSIBILITY

3000. ALL UNIT COMMANDERS AND DIRECTORATE/DEPARTMENT HEADS

1. MCAS Cherry Point commands, key staff, and tenant units will implement this and supplemental directives and take appropriate action(s) to ensure proper disaster mitigation, preparation, response, and recovery operations. Commanders will use all available resources to address destructive weather. This directive is not intended to obviate the authority or ability of Commanders to exercise individual command responsibilities. However, it is meant to provide baseline guidance for action. It is critical for Commanders to incorporate this directive and sound emergency management procedures into unit SOPs.

2. To mitigate damage, loss, or injury, area commands, key staff, and tenant units are directed to:

- a. Prepare supporting destructive weather plans as appropriate.
- b. Assess potential disaster scenarios.
- c. Review civilian and military personnel requirements for various destructive weather situations and identify essential / emergency personnel by billet.
- d. Establish recall procedures.
- e. Develop internal information dissemination and early warning procedures. Train all personnel in disaster related situations.
- f. Maintain detailed occupancy information for work and billeting areas during both working and non-working hours.
- g. Incorporate Emergency Shelter requirements, protective measures, and other destructive weather considerations into new construction and renovations.

3. Preparation continues to focus on mitigation procedures for most destructive weather scenarios. Area commands, key staff, and tenant units are directed to accomplish the following for all destructive weather situations:

a. Disseminate weather advisories and the setting of conditions of readiness.

b. Maintain current status reports on facilities, buildings, equipment, material, and personnel readiness.

c. Coordinate all logistics requirements for on-hand permanent, transient, and attached emergency management personnel; such as, potable water, food, medical supplies, cots/blankets, and sanitation products.

d. Identify actions and responsibilities required in the future preparation of personnel, facilities, communications and information systems, equipment, and other material as appropriate.

e. Be prepared to support response and recovery operations as directed by the EOC.

f. Coordinate with the Director of Facilities for the preparation of hazardous material and sites for destructive weather.

g. Coordinate with the Director of Facilities for the annual update of installation generator requirements as deemed necessary in the emergency plan.

h. Coordinate with the Provost Marshal for the annual update of safety and security requirements as contained in other security directives.

i. Coordinate with the Naval Hospital for appropriate medical support requirements.

4. Successful response operations depend on Commanders ensuring the completion of proper mitigation and preparation operations. The priorities of response for all tenant units will be to minimize injury to personnel and damage to combat equipment and property. Response and recovery operations for non-tropical cyclone destructive weather will involve the normal chain of command, emergency services, maintenance organizations, and procedures. Should the effects of the non-tropical cyclone destructive weather be especially severe, the Commanding General may direct the implementation of weather emergency management procedures via the EOC.

5. When destructive weather conditions of readiness are set by the Commanding Officer, actions are broken down into time and event oriented tasks. Time tasks are based upon an ongoing evaluation of the estimated time of arrival of the storm and are executed upon the setting of each condition. Event oriented tasks are based on an ongoing evaluation of a host of factors and will be executed upon the specific direction by the EOC. Commanders must use common sense establishing readiness conditions; **if in doubt, error on the conservative side of safety.**

6. After the destructive weather has passed, recovery operations must begin as soon as practicable. The EOC will use damage assessment data reported by the commands and units to determine recovery priorities. Commands, key staff, and tenant units are expected to give full support to recovery operations as directed by the EOC. The priority of work for recovery operations generally include, but is not limited to:

- a. Emergency rescue, treatment, and transport of casualties.
- b. Establish working airfield.
- c. Identification, isolation and securing of local hazards; e.g., downed power lines, trees, hazmat spills, roadway washouts.
- d. Re-establishment of essential services (water, electrical, sanitation, communications, messing, etc).
- e. Emergency repairs to buildings and facilities.
- f. Debris removal.
- g. Repair and reconstruction.

3001. MCAS ASSISTANT CHIEF OF STAFF G-1 (PHONE 3871/4142)

1. When DWC V is set, coordinate with the Commanding Officers of HQHQRON and VMR-1 for the assignment of the Emergency Shelter Teams (See Appendix I, Tab A for Shelter Staff T/O). Each team will be subdivided into two sections (one will relieve the other as time dictates).

2. Coordinate the assignment of one company grade officer to the EOC as OIC of each Emergency Shelter.

3. Maintain population census and demographic information for the Cherry Point area.
4. Provide Serious Incident Reports (SIR) and other reports per reference (d) to Commandant of the Marine Corps as directed. Be prepared to provide casualty assistance and reporting support as required.
5. Prior to 1 June of each year, provide to EOC OIC an Air Station Bulletin listing by name, work recall and home recall phone numbers, of those assigned to the Emergency Shelter Teams, the Damage Control Party and clerk-typists as assigned by the Commanding Officer of HQHQRON and VMR-1 in accordance with paragraphs 3018 and 3019 of this Manual. Indicate the responsibility of the officers in charge and team leaders to ensure the integrity, continuity and mission capability of the teams. Additionally, identify the hangar deck officer assigned by VMR-1. Update name/recall numbers monthly (changes only) during destructive weather season and provide EOC with a copy of the bulletin and all subsequent changes.
6. Advise Directorates of issues concerning dismissal civilian personnel during inclement weather.

3002. ASSISTANT CHIEF OF STAFF, MCCS (PHONE 2731/2430)

1. Develop, maintain, and implement as directed an MCCS Activities Emergency Operations Plan to include, but not limited to:
 - a. Contingency plans to evacuate and secure all MCCS activities, facilities, and services as directed.
 - b. Coordinate with PMO for the provision of security for MCCS facilities during destructive weather.
 - c. Stocking of emergency supplies in the Exchange facilities.
 - d. Contingency plans to relocate refrigerated food items in the event of extended power outages.
 - e. The hours of operation for designated essential MCCS activities.
2. Coordinate with the Director of Facilities for the development of a MCCS Asset Utilization Plan to address the use of MCCS assets in support of response and recovery operations.

3. Develop, maintain and distribute as required MCCS shelter boxes to include, but not limited to: games, cards, drawing items, books and other reading material, audiovisual equipment, and video tapes to each Emergency Shelter. Be prepared to assist civilian Emergency Shelters, as requested.
4. Maintain and update information concerning the status of activities via the appropriate information medium.
5. Develop, maintain, and implement as directed a timetable and plan of action regarding the closing and corresponding transportation requirements of day care centers and other dependent care facilities.
6. Incorporate destructive weather information and definitions as well as evacuation center information into the Cherry Point Welcome Aboard Brief.
7. Coordinate Human Services as lead agency for assistance to disaster victims. Serve as the senior coordinator for collection, storage, inventory, and distribution of donations of essential items and services. Additionally, coordinate for the provision of a Red Cross representative to the EOC upon activation as required.

3003. MCAS DIRECTOR OF OPERATIONS (PHONE 3580/5175) AND WING ASSISTANT CHIEF OF STAFF G-3 (PHONE 3624/2341/3695)

1. During working hours, the Director of Operations and the 2D MAW Assistant Chief of Staff G-3 will ensure notification of all units within their respective commands of any Weather Advisory/Warning/DWC. This is normally done via the Weather Office. Notification will be made utilizing the appropriate Weather Advisory/Warning or Destructive Weather Conditions (DWCs) of Readiness Call Sheets as established within each command. See paragraphs 3004.1, 3005.1, 3005.2, 3005.8, 3005.9, and Appendix B, Tabs B, and C. Furthermore, for the settings of DWCs of Readiness I-V, the Message Traffic System shall be utilized. See paragraph 6007.2.
2. Coordinate preparations for destructive weather until the EOC is established. Organize, equip, staff, maintain, and activate the EOC to coordinate destructive weather preparation and emergency management operations.

3. The Director of Operations is designated the Officer in Charge (OIC) of the EOC and Joint Destructive Weather Coordination Staff.
4. The 2D MAW Assistant Chief of Staff G-3 shall provide a liaison officer(s) to the EOC when it is activated.
5. Analyze meteorological forecasts and information and provide recommendation to the CO MCAS Cherry Point on the following:
 - a. The setting of all Destructive Weather Conditions of Readiness (DWCs).
 - b. Appropriate courses of action regarding the evacuation of high-risk areas (i.e., flood prone areas on base) based on storm strength, track, projected time of arrival, projected damage assessment and scale of evacuation.
 - c. The closing of non-essential base facilities and services as required.
 - d. The securing of non-emergency civilian and military personnel as required (done in conjunction with AC/S Manpower).
 - e. The opening and closing of Emergency Shelters as required.
 - f. The support capabilities for recovery operations (done in conjunction with the Director of Facilities).
6. Submit reports to MCIEAST and HQMC as required.
7. Ensure disaster awareness, education, and training for MCAS/2D MAW personnel as an integral part of the mitigation and preparation for the destructive weather season. This training should include recovery operations as appropriate for units with potential recovery capabilities.
8. Coordinate requests for assistance from local, state, and regional agencies with MCIEAST.
9. Be prepared to provide Navy Boat Crew Support to destructive weather emergency management operations.
10. Coordinate with the Joint Public Affairs officer (JPAO) for the preparation and release of all destructive weather media releases.

11. Maintain a chronological record of all significant events upon activation of the EOC. Additionally, coordinate the completion and turn in of reports required as a result of the destructive weather.
12. Provide TAVSC ITV support for public affairs efforts.
13. See Chapter 11 for additional Winter Storm Conditions requirements.

3004. AIRFIELD OPERATIONS OFFICER (PHONE 2233/6327/2048)

1. Ensure the Weather Office notifies all units of any Weather Advisory/Warning/DWC. See paragraphs 3003.1, 3005.1, 3005.2, 3005.8, 3005.9, and Appendix B, Tabs A, B, and C.
2. Secure nonessential radar equipment after aircraft destructive weather evacuation is completed.
3. Secure Aircraft Rescue and Firefighting equipment and Fresnel Lens; coordinate with the Motor Transport Officer for inside storage of vehicles, and provide for security and post-storm immediate reactivation of "super paddles".
4. Use the Crash Net (frequency 140.025 MHZ) or Crash Circuits to expedite destructive weather information such as tornado sightings near the airfield.
5. Assigned additional duty as the Station Destructive Weather Evacuation Control Officer. Ensure appropriate field services are operational until all aircraft have evacuated. Group Operations Officers will coordinate launch schedules with the Airfield Operations Officer to facilitate personnel and services planning in support of destructive weather.
6. See paragraph 11004.5 for additional Winter Storm Conditions requirements.

3005. WEATHER SERVICE OFFICER (PHONE 4442/2523/2761)

1. Set Thunderstorm/Tornado Conditions of Readiness, Local Wind/Gale/Storm Warnings, Light-Moderate Snow/Snow Warnings, Light-Moderate Ice/Ice Warnings and Hard Freeze Warnings as appropriate. (Utilize Appendix B, TABS A and B).

2. National Weather Service (NWS) Weather Watch Bulletins will be incorporated into the setting of warnings for MCAS Cherry Point and the general area. A Severe Thunderstorm or Tornado Condition II will be issued when a Weather Warning (WW) for Severe Thunderstorms or Tornadoes is issued by NWS and includes MCAS Cherry Point within its boundaries. The minimum conditions set by the NWS will normally be used to set the minimum conditions of MCAS Cherry Point unless there is strong and compelling justification, based upon sound meteorological reasoning, to vary from those conditions. (Utilize Appendix B, TABs A and B).

NOTE: The conditions discussed in paragraphs 3005.1 and 3005.2 will be posted on weather vision for Cherry Point tenant units and verbal notification will be distributed via the communicator to pre-determined essential contracts. Messages in support of EOC functions may be placed on Cherry PT Channel 6 and the Cherry Point Weather Web Site (<https://weather.cherrypoint.usmc.mil>).

3. Advise the Station Destructive Weather Officer (2343/5616 normal recall), as well as the Director of Operations of potentially hazardous or destructive weather associated with hurricanes, tropical storms, storms, snow storms, and ice storms and make timely recommendations concerning the establishment of conditions of readiness to protect against such destructive weather.

4. When the EOC is active, provide all consecutively numbered pertinent Weather Advisories received from the National Hurricane Center from the Station Weather Office. The appointed place of duty for the Weather representative during periods when the EOC is active will be the Station Weather Office in order to readily have access to timely METOC data.

5. After passage of significant destructive weather, report the following information to the EOC:

- a. Time and strength of maximum sustained wind velocity.
- b. Time and strength of peak gust wind.
- c. Amount of rainfall directly attributable to the storm.
- d. Elevation of maximum high water in the Neuse River above mean high tide as reported by the National Weather Service Newport.

6. Hard Freeze projections, including the following, should be provided to the Destructive Weather Officer:

- a. Projected/actual time of freezing temperatures at MCAS (update for forecast changes of 5 degrees or more).
 - b. Wind direction/strength accompanying each update of paragraph 3005.6a.
 - c. Precipitation forecast/accumulation accompanying each update of paragraph 3005.6a.
 - d. Wind chill factor with each update of paragraph 3005.6a.
7. Provide the 2D MAW Assistant Chief of Staff, G-3 with timely Storm/Destructive weather information from external and/or internal sources to stay abreast of impending destructive weather patterns.
8. Utilize Appendix B, TAB C for dissemination on the setting of a Destructive Weather Condition (DWC) of Readiness.
9. In the event that the Weather Office is unable to complete the tasking in paragraphs 3005.1, 3005.2, or 3005.8, the Weather Office shall notify the Airfield Operations Officer, and the EOC or Destructive Weather Officer.

3006. AERIAL SURFACE TARGETS OFFICER (PHONE 466-3141/4025) MCOLF ATLANTIC (466-2253), NAVY BOAT DOCKS (466-3014/3096)

- 1. Ensure preparedness of MCOLF Atlantic, BT-9, BT-11, including boats, personnel, equipment and facilities. Standing operating procedures will include detailed instructions for evacuation.
- 2. Be prepared to provide any required Navy Boat Crew Support to destructive weather emergency management operations upon setting of DWC IV.
- 3. As directed by the Commander of MCAS Cherry Point, provide Navy Boat Crew support as required for recovery operations. Be prepared to execute as soon as weather conditions allow. Brief the availability of Navy Boat Crew support to the EOC upon setting of DWC I (12 hours).

3007. STATION COMMUNICATION-ELECTRONICS MAINTENANCE OFFICER (PHONE 1100/7081) AND WING COMMUNICATION-ELECTRONICS OFFICER (PHONE 2369/2835)

1. Establish communications as set forth in chapter 6 herein. Specifically address the information system structure required by the EOC and other activities:

a. The priority of and accessibility to redundant information sources.

b. A WAN/LAN emergency management structure.

c. Information system equipment, supplies and operators/maintainers.

2. See paragraph 11004.7 for additional Winter Storm Conditions requirements.

3008. OFFICER IN CHARGE OF EMERGENCY SHELTERS

1. Upon activation of Destructive Weather Condition III (DWC III), report to the EOC for briefing. Coordinate with Station Motor-T Officer for vehicles to supply Emergency Shelters. (See paragraphs 3013.5-7.) Coordinate emergency shelter rations, supplies, equipment, generators, and manning. Be prepared to draw MREs on DWC II, if required.

NOTE: MRE rations are for emergency consumption only.
(See paragraphs 2003, 2004, 5002.2, and 7001.)

2. Brief members of Emergency Shelter Teams, chaplains and medical teams with specific assignments.

3. When shelter teams are dispatched, check out Motorola radios for the OIC of Emergency Shelters and Emergency Shelter OICs from the EOC. All off base radios will require chargers. Note: Brinson Memorial School will be out of range of the base without a relay set up.

4. For the purpose of accounting for all persons seeking shelter/material used, the individual shelter OIC will maintain a registration log of all evacuees including name, address, phone number, next of kin/phone number, time in/out, meals issued and equipment obtained from center resources. The OIC of Emergency Shelters will consolidate the information and supply it to the EOC. See Appendix I for details on Emergency Shelter Operations.

5. Assign personnel to direct vehicle parking.

6. Provide a telephone watch. (Outgoing calls will be limited to emergency calls only. Incoming calls will be brief).
7. Ensure general readiness to receive evacuees.
8. Provide for assistance to evacuees in setting up cots and checking out blankets. Accurate custody records must be maintained for post storm recovery/accountability of all issued items.
9. Ensure that an adequate supplemental water supply is on hand for personal hygiene and sanitation, to preclude shortage in the event of the loss of primary water sources. Be prepared to implement a rationing plan if significant damage to the water source occurs and delays are expected prior to recovery. See paragraph 3011.3g.
10. Designate space for medical casualty assistance teams.
11. Ensure MCCS shelter boxes are available for use by the evacuees. Provide a check out system for control of the games to ensure widest distribution and use.

3009. DIRECTOR OF FACILITIES (PHONE 2832/2378)

1. Develop, maintain, and implement as directed the following facilities plans for support:

a. Emergency Power Plan. This plan includes the controlled shut down of utilities prior to the onset of destructive weather in addition to generator requirements, generator refueling and maintenance requirements.

b. Emergency Debris Management Plan. This plan includes local trash management, securing of dumpsters, and securing of construction site materials.

c. Temporary Housing Plan (Refuge Plan) to include post-destructive weather housing options.

d. Facility and Utility Recovery Plan, including facility and utility restoration, augmentation by tactical units, equipment, and personnel.

e. Post Storm Recovery and Clean-up Plan, to include assigned areas of clean-up responsibility.

2. Assemble a list of auxiliary electrical power generators available for use as backup equipment aboard the Station and for emergency use by civil agencies. Refer to Appendix A. Allocation will be determined by the Joint Destructive Weather Coordination Staff. Coordinate unit requirements and compatibility of such equipment. Prior to DWC III being set, provide the EOC with the auxiliary generator list, generator location, and primary/alternate points of contact to gain access to and have generators connected. Provide a similar list to the Facilities Maintenance Officer.
3. Assemble a list of prime movers/forklifts available to move auxiliary generators into position. Provide copies to those indicated in paragraph 3009.2 above.
4. Provide a representative to the EOC, who will also coordinate other facilities responsibilities.
5. The Director of Facilities is designated the Chairman of the Joint Hangaring Officers.
6. The Environmental Affairs Department (EAD) will inspect and provide direction to individual units on securing and preparing hazardous waste (HW) accumulation sites during DWCs IV, III, II, and I. Additionally, EAD will inspect HW accumulation sites and provide guidance to units after the recovery phase has begun.
7. See Chapter 11 for additional Winter Storm Conditions requirements.

3010. 2D MAW ASSISTANT CHIEF OF STAFF G-4 (PHONE 3400/6328/6178)

1. Provide a liaison officer to the EOC when it is activated (normally DWC III). Be prepared to provide support to damage assessment and damage recovery teams as directed.
2. Compile a list of generators, material handling equipment, and motor transport equipment available from 2D MAW units, and provide to Cherry Point Facilities Maintenance Dept at extension 4151/4152.
3. Coordinate 2D MAW ground equipment (i.e., motor transport, engineering, communications) support missions as appropriate. All civilian agency requests that involve 2D MAW assets must be approved by II MEF and MARFORCOM.
4. Upon request, provide equipment specified in Appendix C.

5. Coordinate the development of the Emergency Food and Messing Plan in conjunction with MCAS Supply Directorate. Address issues such as:

a. Obtaining pre-approved waiver of mess physicals for destructive weather emergency management operations.

b. Obtaining pre-approved authorization for the messing of civilian employee and military personnel family members, shelter occupants, and civilian contractors supporting destructive weather operations in the Cherry Point area.

c. Obtaining pre-approved surcharge exemptions for civilian employee and military personnel family members, shelter occupants, and civilian contractors supporting destructive weather operations.

d. Coordinating the transfer of MWSS-271 cooks and mess attendants from Bogue Field mess hall to Cherry Point mess hall when Bogue Field is closed.

6. In conjunction with MCAS Facilities Directorate, coordinate the development and execution of the Emergency Fresh Water and Sanitation Plan. Address issues including:

a. Supply, distribution, and maintenance of potable water to all tenant commands and emergency shelters.

b. Contingency plans for implementation of a tactical water production and distribution system.

c. Contingency plans for supply, distribution, and maintenance of water bulbs to predetermined commands and locations.

d. Supply, distribution and maintenance of portable sanitation facilities (port-a-johns, laundry, and field showers) as required.

7. Develop, maintain, and implement as required, the Emergency Relief Supply Storage and Distribution Plan.

8. As generators are dispatched to Emergency Shelter sites, ensure a NCO and non-NCO (primary MOS of 1141 for both) remain to aid in generator operation.

9. See Chapter 11 for additional Winter Storm Conditions requirements.

3011. FACILITIES MAINTENANCE OFFICER (PHONE 3807/5741)

1. The Facilities Maintenance Department (FMD) will be continuously prepared to take action to protect life and property upon assumption of any of the readiness conditions. In addition to the actions outlined in Chapter 2 for the various readiness conditions, the FMD will take additional specific actions as outlined in subsequent paragraphs. FMD is also prepared to support recovery and restoration operations as necessary after the destructive weather.

2. When DWC III (or WSC III) is set, the following actions will be taken:

a. Prepare and submit to the EOC a list of auxiliary electrical power generators available in the FMD for deployment to the locations specified herein.

b. Request from the 2D MAW Assistant Chief of Staff G-4 a list of auxiliary electrical power generators to be provided by the 2D MAW to supplement those available in the FMD. Provide such information as in paragraph 3011.3a.

c. The permanently installed generators, except the TACAN installation, will be started and checked for proper operation, see Appendix A.

d. The FMD Command Post (CP) will be established in the BLDG 87, telephone extensions 4151 and 4152, but will not be manned on a continuous basis until directed by the EOC. Prior to command post establishment, Facilities Maintenance urgent request can be met through extension 4363/4364.

3. When DWC II (or WSC II) is set, the following actions will be taken:

a. Ensure that auxiliary power generators are available as listed in Appendix A.

b. FMD personnel will position, connect, inspect and operate auxiliary generators at those locations where double throw switches are available. The remainder will be connected and started when primary power fails.

c. 2D MAW personnel will position supplemental auxiliary generators at the locations not previously provided for at the direction of the EOC. Facilities Maintenance Dept personnel will

connect and perform initial inspection of the generators at the locations where double throw switches are available. The remainder will be connected and started when primary power fails. Operation and refueling of these generators will be by the providing activity.

d. FMD shall load one step-van with rigging gear, i.e., blocks and tackles, ropes, jacks, pinch bars, in order to facilitate emplacement of backup generators. This vehicle will be parked adjacent to the machine shop.

e. All FMD personnel will report for duty during normal working hours. Outside of normal working hours, the FMD recall plan will be utilized as required. The EOC/FMD cell must be provided with accurate recall/precedence lists.

f. FMD shall alert standby emergency personnel (in addition to regular shift) as required.

g. FMD shall establish and maintain full water storage until destructive weather conditions are relieved. Emergency water provisions and distribution plans will be promulgated to the EOC for execution, if required. Highest priority will go to the Naval Hospital.

h. Window Storm shutters will be installed as DWC II is set at the following locations: Commanding Generals' Offices - Bldg. 198; Emergency Operations Center - Bldg. 299; GOQs 316, 317 and 318, SNCO Club, Officer's Club, and the Cherry Tree House.

i. A source of sand for sandbags will be identified and reported to the EOC.

4. See Chapter 11 for additional Winter Storm Conditions requirements.

3012. RESIDENT OFFICER IN CHARGE OF CONSTRUCTION (ROICC) (PHONE 2746/4736)

1. Notify the senior supervisor from each civilian contractor working on facilities maintenance projects around the Air Station of the storm condition and require them to take proper precautions at DWC II (or WSC II).

NOTE: Emphasis is toward security of projects, equipment, material and debris removal to preclude injury to personnel.

3013. STATION MOTOR TRANSPORT OFFICER (PHONE 2808/3502/5727)

1. Motor Transport will provide garrison mobile equipment (GME) support to the EOC upon request. Motor Transport will designate vehicles to be used as standby equipment. Vehicles will need to have a driver assigned by the unit receiving the vehicle. The driver is to be made available to the Motor Transport duty dispatcher office subsequent to DWC III.
2. In addition to the foregoing, direct the activities of a standby crew consisting of at least one foreman and three automotive mechanics. When possible, a rested crew should be available for relief effort subsequent to DWC III and until immediate cleanup is complete. Civilian personnel under the Motor Transport Officer's charge will comply with directions, including recall by their supervisor, subsequent to DWC III.
3. When DWC III is set, provide to the OIC of Emergency Shelters, one 3-ton box truck for delivery of equipment and supplies to the on-base Emergency Shelters.
4. When DWC III is set, provide to the OIC of Emergency Shelters one 40ft box tractor-trailer and one roll off truck with forklift for rapid delivery of equipment and supplies to off-base Emergency Shelters.
5. When DWC III is set, provide to the OIC of Emergency Shelters one van more than the number of Emergency Shelters to be activated. (i.e. if three Emergency Shelters are activated, provide four vans.)
6. When DWC III is set, provide one van with out driver to the EOC.
7. Make additional vehicles available to Air Station activities as required. The EOC will determine distribution of the available vehicles.
8. Upon setting of DWC I, provide to the EOC a list of all vehicles which are assigned to non-essential sections for reassignment to the EOC.
9. See paragraph 11004.8 for additional Winter Storm Conditions requirements.

3014. PROVOST MARSHAL (PHONE 3445/3615/4366)

1. Take action dictated by current local conditions to protect government property and life.
2. Coordinate as required to develop, maintain, and implement the Emergency Traffic Management Plan to include, but not limited to:
 - a. All traffic control and military police activities in and around MCAS Cherry Point as required.
 - b. Alternate route plan for flood-prone traffic routes, including barricade and traffic control plan for vehicles that inadvertently enter the flood prone areas.
 - c. Traffic and parking requirements for Emergency Shelters.
 - d. Contingency plans to isolate and redirect traffic from hazardous sites such as downed power lines, impassable roads, ruptured gas lines, etc.
3. Coordinate as required to develop, maintain, and implement an Emergency Service Plan to include, but not limited to:
 - a. Emergency rescue operations to include provision for emergency medical support. This plan must coordinate all emergency services (PMO, Fire, Ambulance) to expedite destructive weather response and recovery operations.
 - b. Security plan for commissaries, exchange facilities, banks, clubs, access gates, any damaged or devastated areas subject to pilfering and looting, security sensitive facilities and other areas requested by tenant commands.
 - c. Liaison with local, state and regional law enforcement agencies.
4. Be prepared to broadcast destructive weather warnings/instructions by vehicle public address system in base housing areas as requested by the JPAO and/or EOC.
5. Provide a member to the destructive weather staff in the EOC.
6. Notify the EOC of damage and current or potential emergency situations. Coordinate closely with the EOC regarding gate status.
7. Be prepared to inspect and receive M1044/3s provided from 2D MAW.

8. See Chapter 11 for additional Winter Storm Conditions requirements.

3015. FIRE CHIEF (PHONE 2241, MAIN STA 2351, MOQ STA 2903, SLOCUM STA 3392)

1. Coordinate as required to develop, maintain and implement an Emergency Fire Plan that focuses on destructive weather preparation, response and recovery. This plan must provide a proper response capability should a specific destructive weather threat occur. The plan should address the following:

a. Fire fighting support to address lightning strikes and subsequent injury to personnel and damage to property.

b. Structural fire damage to facilities, power lines and other structures.

c. Fire fighting support to extinguish fires in hazardous material areas, fuel storage areas, natural gas, etc.

d. Support to recovery efforts utilizing the unique capabilities of fire fighting equipment.

2. Report all fires and injuries resulting from the destructive weather to the EOC.

3. Provide a member to the destructive weather staff in the EOC.

4. Provide a boat for emergency response and personnel transport in the event of flooding on board Cherry Point.

3016. JOINT HANGARING OFFICERS (SEE ASSIGNMENT ROSTER FROM MANPOWER FOR PHONE)

1. The Joint Hangaring Officers will consist of: Director of Facilities or his representative, 2D MAW ALD Hangaring Officer, and VMR-1 Hangaring Officer.

2. The Joint Hangaring Officers will meet and review preplanned aircraft/equipment hangaring, aircraft evacuation and secure space requirements/information when DWC IV is set, when Winter Storm Condition III (WSC III) is set, or when directed by MCAS Director of

Facilities. Changes to requirements will be worked out to stay within the priorities as stated below or as directed by the Wing, Group, and Squadron Commanders.

3. The Joint Hangaring Officers will coordinate and plan aircraft/equipment hangaring, evacuation, and available space requirements and ensure maximum utilization of hangar space. The hangaring plan will be submitted to the CG, 2D MAW with copies to the tenant flying Group and Squadrons and EOC Staff. The following priorities are set forth:

- a. Non-flyable aircraft.
- b. All VMR-1 SAR aircraft and one KC-130 (cargo configured) for medical air evacuation after storm passage.
- c. Flyable aircraft not evacuated.
- d. Mobile Radar/Radio Vans and Mobile Flight Trainers.
- e. "High cost" equipment.
- f. All other designated equipment/items.

4. Commanders having custody of hangar space will appoint an officer or senior staff noncommissioned officer (SNCO) to coordinate movement and storage of aircraft and equipment within hangars, as directed by the Joint Hangaring Officer.

5. Hangaring of aircraft and equipment will commence upon notification by the EOC or direction from the Commanding General of 2D MAW and Commanding Officer MCAS Cherry Point. The Joint Hangaring Officer representative for the Director of Facilities will advise EOC of commencement and completion of hangaring and any significant problems requiring outside assistance during the process.

6. See Appendix D for Hangar Wind Speed Limitations.

7. See paragraph 11005 for additional Winter Storm Conditions requirements.

3017. JOINT PUBLIC AFFAIRS OFFICER (PHONE 5279/5714)

1. Maintain a priority list of media, communications and information systems to disseminate information to the Cherry Point area including:
 - a. Base and local commercial TV stations.
 - b. Local commercial radio stations.
 - c. Local newspaper and base newspaper.
 - d. Marquees.
 - e. When necessary due to power failure and IAW paragraph 3002, utilize PMO assets to broadcast necessary destructive weather information via mobile PA system in station housing.
2. Disseminate and frequently reinforce, by station media and other methods mentioned above, information relative to the destructive weather protective measures. Include:
 - a. Destructive weather preparation, response guidelines, and helpful hints.
 - b. Emergency shelter information.
 - c. Update all civilian personnel excusal/dismissal announcements as directed and approved by the EOC.
 - d. The impact of destructive weather on the Cherry Point area.
 - e. Personnel requirements and restrictions.
 - f. Update on all response and recovery operations as directed by the EOC.
3. Be prepared to organize, staff, equip and activate as directed a Press Information Center (PIC).
4. Establish and operate an information hotline to field situational questions and destructive weather updates. The Hotline telephone number is DSN 582-3093/local 466-3093.
5. Establish and update severe weather work force status/information hotline. The Hotline telephone number is DSN 582-3093/local 466-3093.

6. See paragraph 11004.4 for additional Winter Storm Conditions requirements.

3018. COMMANDING OFFICER, HQHQRON, MCAS CHERRY POINT (PHONE 3200/3636)

1. Prior to 1 June of each year, assign an Officer In Charge of Emergency Shelters and Emergency Shelter Teams to their place of duty (Shelters #1 through #4). Each team will include at least one company grade officer (OIC), one SNCO, six male enlisted and two female enlisted. Submit a roster of name, address, and recall number to the MCAS A/CS G-1 and the Director of Operations (Destructive Weather Officer). Update rosters as required during destructive weather season. The OIC of Emergency Shelters will have administrative responsibility for reporting purposes for all Emergency Shelter Teams (including Team 5) and will have a SNCO assigned to act as the Emergency Shelter SNCOIC. See Appendix I, paragraph 11001.1 for additional details.
2. When DWC III is set, direct the OIC of Emergency Shelters to execute appropriate preventative measures and carry out assigned duties per paragraph 3008 or as directed by the EOC.
3. Prior to June 01 each year, assign a Damage Control Party (DCP) Officer In Charge (OIC). Submit the name, address, and recall number to the MCAS A/CS G-1 and the Director of Operations (Destructive Weather Officer). When DWC IV is initially set for the season, the DCP OIC should ensure all members have helmets, flaks, and gloves. Any deficiencies can be bulk-drawn from the CIF for the remainder of the hurricane season. When DWC II is set, provide a Damage Control Party (DCP) consisting of DCP OIC and 30 enlisted Marines (to include one SNCO and three NCOs). Provide a roster with recall phone number of the DCP to the Director of Manpower and EOC; update as in paragraph 3018.1.
4. Prior to June 01 each year, assign a Security Augmentation Force (SAF) Officer In Charge (OIC). Submit the name, address, and recall number to the MCAS A/CS G-1 and the Director of Operations (Destructive Weather Officer). Be prepared to provide 30 personnel for security augmentation to PMO for assistance in traffic management and security for key facilities.
5. When DWC III is set, direct the SAF OIC to report to the EOC.

6. Promptly provide one clerk-typist to the EOC when DWC III is set. Identify at least two replacement personnel, as this post will be staffed continually until destructive weather has passed. This will allow continual eight-hour shifts.
7. Maintain a current recall roster at the EOC during destructive weather season of those personnel assigned duties in paragraphs 3018.1 through 3018.4.
8. When Winter Storm Condition IV (WSC IV) is set, be prepared to field a 30 person Winter Storm Recovery Team. See paragraphs 11000.4 and 11005.3.
9. See Chapter 11 for additional Winter Storm Condition requirements.

3019. COMMANDING OFFICER, VMR-1 (PHONE 5745/2042)

1. Prior to 1 June of each year, assign Emergency Shelter Team #5 to their place of duty. The team will include at least one company grade officer (OIC), one SNCO, six male enlisted and two female enlisted. Strive to have at least one member of Shelter Team 5 speak Spanish to aid in communication as Shelter 5 has historically had significant numbers of non-English speaking evacuees. The Emergency Shelter Team 5 will administratively report to the OIC of Emergency Shelters. (See paragraphs 3008 and 3019.1.) Submit a roster of name, address, and recall number to the MCAS A/CS G-1 and the Director of Operations (Destructive Weather Officer). Update assignments and roster as required during destructive weather season. See Appendix I for additional details.
2. When DWC III is set, direct the Emergency Shelter Team #5 OIC to contact the OIC of Emergency Shelters (paragraph 3008) to ascertain a destructive weather briefing time; be prepared to execute appropriate preventative measures and carry out assigned duties per paragraph 3008 or as directed by the EOC.
3. Keep all SAR aircraft on station unless the intensity of the destructive weather is forecast to exceed base hangar design limits (currently Category III or greater storm). If winds are forecast above 74 KTS, coordinate with the Joint Hangaring Officers (paragraph 3016) to spread load all SAR assets to more wind resistant hangars. In the event hangar space is not available, evacuate the SAR aircraft in question. Upon securing flight

operations for destructive weather, hangar all flyable SAR helicopters so as to be immediately available for launch. Evacuate all non-SAR flyable aircraft.

4. Develop a plan, based on all available SAR assets, to aid in local rescue efforts. Be prepared to execute as soon as weather conditions allow. Brief the plan to the EOC upon setting of DWC I (12 hours).
5. Assist, upon request, the NADEP in hangaring aircraft by providing personnel and aircraft towing equipment.
6. Annually, prior to 1 June, assign an officer or SNCO as the Hangaring Officer. Submit the Hangaring Officer's name to the MCAS A/CS G-1, the Directors of Operations and Facilities.
7. Submit bureau numbers and equipment to be hangared or evacuated. Communicate available hangar space information to the Director of Facilities when DWC IV is set.

3020. COMMANDING OFFICER, NADEP (PHONE 464-7000/7010/7999)

1. Determine the quantity of hangar space that can be used to store aircraft. Submit required space and space available information to the Director of Facilities.
2. Notify the Director of Facilities of current NADEP requirements for aircraft storage outside of NADEP spaces.
3. Hangar NADEP aircraft at the discretion of the Commanding Officer. (See paragraph 3019.4).
4. Ensure NADEP personnel destructive weather information line 464-8333 is updated IAW EOC guidance.

3021. COMMANDING OFFICER, NAVAL HOSPITAL (PHONE 0337/0120/0333)

1. Coordinate with the Company Commander, 12th Dental Company for all destructive weather requirements.
2. Coordinate with PMO and other Directorates for the development and implementation of the Emergency Service Plan. This plan should address the following:

- a. Emergency medical support to the base and adjoining area.
 - b. Emergency hospital evacuation plan.
3. Provide medical support to emergency shelters and emergency management facilities as directed. See Appendix I, paragraph I1001.4 for additional details.
 4. Coordinate with the MCAS Command Chaplain for the provision of additional chaplain service, counseling and ecumenical service support as required.
 5. Provide tenant commanders and the EOC the list of medical facilities to remain open and their hours of operation during destructive weather.
 6. Provide casualty reports to the EOC.
 7. Coordinate with the EOC to ensure preparedness when DWC III is set.
 8. Coordinate with 2D MAW G4 for the provisions of assigned M1043/4 with driver.

3022. COMPANY COMMANDER, 12TH DENTAL COMPANY (PHONE 0401/0438/0439). Coordinate with the Supply Directorate for emergency food requirements and be prepared to assist the Naval Hospital in providing casualty assistance teams required by paragraph 3021.

3023. MCAS COMMAND CHAPLAIN (PHONE 4000/4001) AND WING CHAPLAIN (PHONE 5143/3314). The MCAS Command Chaplain will make contact with the EOC to keep abreast of all developments when DWC III is set. When/if the Emergency Shelters are manned, Chaplains will be detailed as follows:

1. The MCAS Command Chaplain will contact the 2D MAW Chaplain to determine which Wing chaplains are available to be assigned to provide coverage at all shelter sites.

- a. One chaplain will be designated to provide ministry to individuals who gather at the on base shelters; the other chaplain will be designated to provide ministry to those who gather at off base emergency shelters. Navy Religious Program Specialists will be assigned at the request/recommendation of the chaplains. See Appendix I, paragraph I1001.5 for additional details.

b. The chaplain on duty for the Cherry Point Consolidated Duty Watch bill will be one of the two chaplains selected. The other chaplain selected will be Station or Wing accordingly.

c. All remaining Chaplains and Religious Program Specialists will stand-by to respond as needed.

3024. COMMANDING OFFICER, RESERVE SUPPORT UNIT (PHONE 4610/4611/4648)

1. Be prepared to implement notification and mobilization of reservists to assist with manpower and equipment to support disaster relief operations.
2. Coordinate with the EOC for meals and billeting for any reserve units training in the area. Additionally, be prepared to provide billeting support to the EOC for emergency management and displaced personnel as required.

3025. COMMANDING OFFICER, COMBAT SERVICE SUPPORT DETACHMENT 21 (PHONE 2130/2073)

1. In conjunction with MCAS Supply Directorate, be prepared to assist with available manpower and equipment to support disaster relief operations as requested.
2. Be prepared to support emergency recovery/restoration operations as required.

3026. STATION STANDARDIZATION AND SAFETY OFFICER (PHONE 5268). Ground safety officers will tour the Air Station subsequent to DWC III being set noting potentially hazardous situations or unsecured equipment and notifying applicable personnel. Request assistance as needed from EOC to meet impromptu requirements. Maintain a chronological log for After Action Report.

3027. STATION INSPECTOR (PHONE 4051). Inspectors will tour the Air Station prior to destructive weather once DWC III is set. Emphasis is to eliminate potentially hazardous situations and security of outdoor items/equipment. Solicit corrections from responsible units or request assistance from EOC, to meet impromptu requirements. Maintain a chronological log for After Action Report.

3028. COMMANDING OFFICER, MARINE AIR CONTROL GROUP 28 (PHONE 3110/5261). Be prepared to lend assistance to the MCAS AC/S G-6 in conjunction with Chapter 6 requirements.

3029. COMMANDING OFFICER, MARINE WING SUPPORT GROUP 27 (PHONE 3590/5702). Provide tactical ground equipment support as requested through the chain of command.

3030. VETERINARIAN (PHONE 2409/2166/2037). Provide services to requesting units regarding prior inspection of rations and water and similar post storm inspections with priority service to the hospital, Mess Hall and commissary stores. Provide temporary kennel facilities for PMO's military working dogs as required during destructive weather conditions.

3031. COMMANDING OFFICER, CENTER FOR NAVAL AVIATION TECHNICAL TRAINING MARINE UNIT (PHONE 3349/6081/4565)

1. Upon setting of Destructive Weather Condition IV (DWC IV), notify the Supply Directorate the number of Marines available for post storm cleanup. This will enable the Supply Directorate time to authorize a bulk issue of the appropriate number of helmets and flaks for the purposes of tactical vehicle transportation of Marines. Gloves for Marines will be supplied by Facilities. (See Appendix I, Tab H.)

2. Upon setting of DWC III, notify the EOC of the number of Marines available for post storm cleanup.

3032. SUPPLY DIRECTORATE (PHONE 5424/3047)

1. Upon setting of Destructive Weather Condition IV (DWC IV), execute the Destructive Weather MRE Plan as per Chapter 7 of this order.

2. Coordinate the development of the Emergency Food and Messing Plan in conjunction with 2D MAW G-4. Address issues such as:

a. Obtaining pre-approved waiver of mess physicals for destructive weather emergency management operations.

b. Obtaining pre-approved authorization for the messing of civilian employee and military personnel family members, shelter occupants, and civilian contractors supporting destructive weather operations in the Cherry Point area.

c. Obtaining pre-approved surcharge exemptions for civilian employee and military personnel family members, shelter occupants, and civilian contractors supporting destructive weather operations.

3. Upon setting of DWC IV, the Supply Directorate should be notified of the number of Marines available for post storm cleanup by CNATT. This will enable the Supply Directorate time to authorize a bulk issue of the appropriate number of helmets and flaks for the purposes of tactical vehicle transportation of Marines.

4. Provide a liaison officer to the EOC when it is activated (normally DWC III).

5. When DWC III is set, fill two 2000 gallon capacity refueling trucks, one with diesel fuel and one with gasoline, for emergency refueling of equipment, emergency vehicles, and permanently installed generators. Subsequent to DWC III, provide emergency refueling of vehicles and refuel permanently installed auxiliary electrical generators and those portable auxiliary electrical generators provided by Facilities Maintenance Dept. Ensure drivers have comprehensive instruction and maps necessary to locate all refueling stops.

6. Be prepared to support CSSD-21 in their preparation to assist with available manpower and equipment to support disaster relief operations as requested.

DESTRUCTIVE WEATHER MANUAL

CHAPTER 4

EMERGENCY OPERATION CENTER STAFF

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CHAPTER 4

EMERGENCY OPERATION CENTER STAFF

4000. JOINT DESTRUCTIVE WEATHER COORDINATION STAFF

1. A Joint Destructive Weather Coordination Staff directs destructive weather related actions subsequent to DWC IV. It will organize, equip, staff, and activate as required to coordinate emergency management efforts. The staff will be prepared to operate on a 24 hour basis. The staff will consist of personnel from the Operations Directorate, the Facilities Directorate, the Supply Directorate, AC/S G-6, PMO, Fire Department and Liaison Officers from 2d MAW G-3 and G-4. The Director of Operations is designated Officer in Charge of the Joint Destructive Weather Coordination Staff.
2. When DWC IV is set, the staff assembles on order of the Commanding Officer, MCAS Cherry Point (Director of Operations, extension 3580/5175) for briefing/duty. The staff will effect coordination and carry out responsibilities as outlined in this order.
3. The staff will coordinate with MCIEAST regarding the liaison, planning and execution of emergency management operations with other military commanders, federal, state, and local civil authorities as required. MCIEAST or II MEF will approve all requests for assistance from local, state, and regional agencies as appropriate.

4001. EMERGENCY OPERATIONS CENTER (EOC) Bldg 299 (Phone 5216/5217/5218/3393)

1. The EOC is activated on order of the Commanding Officer, MCAS Cherry Point or his representative (Chief of Staff, or Dir of OPS) when DWC III is set and is located in Bldg. 299, adjacent to the Headquarters Building (Bldg. 198).
2. The Director of Operations will act as the OIC and direct the activities within the EOC. The Commanding Officer MCAS Cherry Point will utilize the EOC as his primary Command Center to address all requirements and situations created by the destructive weather.
3. The Appendix B will be used to notify units when destructive weather conditions are set.
4. An EOC journal will be maintained to record all pertinent information in chronological order with emphasis toward future improvement.

5. The EOC will ensure the common and specific tasks as discussed in Appendix G are completed during preparation, mediation, recovery and response to destructive weather affecting the Cherry Point area.
6. The EOC will coordinate all requests for support from the Emergency Shelters and will serve as the control agency for support to emergent damage control situations occurring during the destructive weather.
7. The EOC watch standers will be drawn from the various MCAS Directorates and 2D MAW Sections to satisfy the manning requirements. The EOC watch will continue through the recovery and response phase as directed by the Commanding Officer MCAS Cherry Point.
8. The EOC will be the established Command Post for all destructive weather activities and manned on a 24-hour basis once DWC III is set, unless directed otherwise by the OIC, Joint Destructive Weather Coordination Staff. The EOC shall be fully manned on a 24 hour basis no later than DWC I. All Directorates/Sections will have personnel on call and readily available to support the EOC.
9. The EOC phone extension 3393 should be kept free from administrative use to facilitate PMO and Fire Department use.
10. The EOC email address (CHPT_EOC_OMB@usmc.mil, "CHPT EOC OMB" on NMCI Global Address List) may be used for administrative reports. A method of ensuring EOC receipt of the data (return email, radio, phone, Motorola, etc.) should be used.
11. The EOC staff during destructive weather will consist of personnel from the following Directorates/Sections:
 - Operations Directorate (OIC)
 - Operations Directorate (NCOIC)
 - Facilities Directorate
 - Supply Directorate
 - Provost Marshal
 - Fire Department
 - 2D MAW G-4
 - 2D MAW G-3
 - Clerk (coordinated by MCAS G-1)
 - Duty Driver (coordinated by II MAW)

DESTRUCTIVE WEATHER MANUAL

CHAPTER 5

EMERGENCY SHELTERS

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CHAPTER 5

EMERGENCY SHELTERS

5000. GENERAL INFORMATION

1. Emergency shelters are designed to provide protection for individuals whose homes may not withstand the impending destructive weather. Additionally, Emergency Shelters are for personnel displaced due to destructive weather and personnel in a transitory status who cannot be billeted elsewhere aboard the base. Depending on the nature of the destructive weather, use of shelters by Marines and dependents aboard the base may become mandatory.

2. Persons not affiliated with the military, DoD, or government service may be offered refuge based upon shelter availability and need.

3. Unless specifically ordered to evacuate, personnel billeted in the Bachelor Enlisted Quarters (BEQ) and the Bachelor Officer Quarters (BOQ) will remain in assigned quarters.

4. The Emergency Shelter provides:

a. Facilities to accommodate a mixed group of military personnel, dependents, civil service, and non-appropriated fund employees. These facilities give a margin of safety against the various destructive weather situations.

b. Emergency food, water, sanitation, medical and religious services for an extended period of time.

5. **See APPENDIX I for details on Emergency Shelter operations.**

5001. LOCATION OF EMERGENCY SHELTERS. Emergency Shelters will be established at the following locations: (if required)

- | | | |
|----|-----------------------------------|---------------------------|
| #1 | Cherry Tree House | Phone 3861/4892/5493/3769 |
| | C. St, Bldg. 4415 | |
| #2 | Havelock Senior High School . . . | Phone 444-5112/5113 |
| | 101 Webb Blvd. | |
| | Havelock, NC. 28532 | |
| #3 | Marine Dome | Phone 2566/1170/2390 |
| | F. St, Bldg. 287 | |

- #4 Arthur Edwards Elementary
School Phone 444-5140
200 Education Lane
Havelock, NC. 28532
- #5 Havelock Middle School Phone 444-5125
102 High School Dr.
Havelock, NC. 28532
- or Brinson Memorial School Phone 514-6431/6434
319 Neuse Forest Ave.
New Bern, NC. 28560

NOTES: (1) Should civil Emergency Shelters 2, 4, or 5 be inactive, military preparation will continue on the assumption that civil agents will request military support when activated.

(2) Emergency Shelter #3 will only be activated if Emergency Shelter #1 is anticipated to exceed capacity.

5002. ACTIVATION

1. Military Emergency Shelters will be activated by order of the EOC. Civilian Community Emergency Shelter activation is controlled by the Craven County Emergency Management Agency. MCAS Cherry Point will provide personnel and logistic support to these shelters as requested. The lead for management of these civilian shelters will remain with the American Red Cross, but MCAS Cherry Point will be prepared to provide a full range of support to the shelters. Craven County Emergency Management Agency phone number is 636-6608 or, after working hours, the Craven County Sheriff's Office, 636-6620.
2. Supplies will be issued as set forth in Chapter 7 of this Manual. Issuance of all communications gear, MRE's, and additional support will await activation by EOC. Emergency Shelter One will report estimated total based on projected population that will displace to a shelter. Initial distribution will be limited to one meal per individual.
3. Suggested occupancy of Emergency Shelters is as follows:
 - a. #1 Cherry Tree House - Hancock, Fort Macon and Nugent Cove housing residents, MEMQ, Trailer Park and Officer housing residents.
 - b. #2 Havelock Senior High School - Civilian Community Emergency Shelter.

c. #3 Marine Dome - Used for overflow and activated on call by the EOC.

d. #4 Arthur Edwards Elementary School - Slocum Village, Civilian Emergency Shelter.

e. #5 (A) Havelock Middle School or (B) Brinson Memorial School - Civilian Community Emergency Shelter.

5003. PERSONAL ITEMS. Personnel reporting an Emergency Shelter should bring any special dietary foods, medication, infant care items, cash (to pay for meals) and available cots and blankets. Small toys and games should be brought to occupy time and preclude boredom. APPENDIX I and its associated TABs provide detailed guidance for evacuees reporting to an Emergency Shelter.

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CHAPTER 6

COMMUNICATIONS

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DESTRUCTIVE WEATHER MANUAL

CHAPTER 6

COMMUNICATIONS

6000. GENERAL. MCAS Cherry Point has diversified communications systems consisting of telephone, radio, and data transmission equipment already established for normal operations. These same systems, augmented by HF and/or SATCOM radios, will satisfy our communications requirements during destructive weather.

1. Priorities. Communication and information system priorities are established in order of importance as follows:

- a. Telephone
- b. Motorola UHF 406.1-420 MHZ, trunked, hand held radios
- c. Wide/Local Area Network (WAN/LAN)
- d. Message Traffic
- e. Internet
- f. Secure/Unsecure Fax
- g. Tactical/Commercial HF/SATCOM Radios
- h. Courier

2. Concept of Operations. All key staff, area tenant Commands, and emergency organizations will use the telephone system as the primary means of communications. All communications assets will be monitored at all times. Information and reports required will be submitted via the telephone first, handheld radio second, e-mail third, FAX fourth. If all else fails courier is another available means of communicating. The setting of Destructive Weather Conditions of Readiness will be passed via the current primary and secondary means of communication. Normal communications traffic will provide adequate function checks of the equipment.

6001. EMERGENCY COMMUNICATION CIRCUITS. The following emergency communications circuits will be established through the joint efforts of the MCAS AC/S G-6 and the 2D MAW AC/S G-6.

1. MCAS Cherry Point Emergency Operation Center Net ("EOC-DWC" Talkgroup) This net is intended to provide emergency communications for the EOC and the support facilities of the air station. It will be activated when Destructive Weather Condition II (DWC II) is set, utilizing existing UHF trunked handheld radio equipment.
2. Citizens Band (CB) Emergency Net. Subsequent to condition I, the EOC will monitor channel 9. Operators of citizens band radio equipment may inform the EOC of injuries and emergencies.
3. 2D MAW Emergency Command Net ("WINGCMD" Talkgroup). This UHF trunked radio net will provide emergency communications between the EOC and the Group Headquarters located at MCAS Cherry Point. This net will be activated upon the setting of DWC II at MCAS Cherry Point.
4. Portable Satellite Terminal. CO MCAS Cherry Point may request a Satellite Communications terminal to provide communications between Cherry Point, MCB Camp Lejeune/MCAS New River, and MCIEAST. Equipment and personnel to support this circuit will be requested from II MEF.
5. Weather Service Communications. The Internet is crucial to the weather forecasters. Internet access to the weather office will be made as reliable as possible, and will be given a priority for restoration if access is lost.

6002. MCAS CHERRY POINT EMERGENCY OPERATION CENTER NET

1. Establishment. The AC/S G-6 shall establish the MCAS Cherry Point Emergency Operation Center Net subsequent to DWC II being set.
2. Equipment/Personnel. The EOC Watch Office will ensure organic handheld voice communication equipment is staged and properly assigned to Emergency Shelter personnel. No equipment will be dispersed to local civilian centers until authorized by the DWC Watch Officer. Additional equipment will be provided by AC/S G-6 upon request. The EOC will have the means to control all essential services by radio and will keep direct radio communication with the Havelock Public Safety Department via unsecured commercial VHF communications installed in the Communications Room (via the ACU-1000 interoperability system). Immediately upon entry into DWC I, the EOC shall assume Net Control of all Air Station radio nets.

3. Emergency Shelters (See paragraph 5000 for phone). Anticipated emergency Shelter communications include:

<u>Location</u>	<u>Callsign</u>
Cherry Tree House	Shelter 1
Havelock High School	Shelter 2
Marine Dome	Shelter 3
Arthur Edwards Elementary School	Shelter 4
Havelock Middle School	Shelter 5

4. Mobile Mass Communication. Consists of a PMO vehicle (hard back HMMWV) equipped with a mobile public address system and a hand held radio. The Station AC/S G-6 will provide the PA and install it in the HMMWV. The call sign for this vehicle is "Disaster Control Mobile".

6003. Emergency Operations Center (EOC) Phone Listing

1. Phone listing DSN 582-XXXX, COM (252)466-XXXX

EOC OPERATIONS OFFICER	5216
EOC OPERATIONS CHIEF	5217/5218
EOC PMO/FIRE EMERGENCY DISPATCHER	3393
EOC COAST GUARD	6343
STU-III/SECURE FAX (COMM ROOM).....	1267

6004. TASKING

1. ASSIGNMENTS

a. Telephone Officer. Ensure all phone lines are in working order in the EOC when DWC IV is set.

b. Customer Technical Representative (CTR) Office. Coordinate with NMCI to ensure all designated EOC PC's requiring e-mail, public folders, and internet connectivity are fully operational.

c. CEMD. Ensure the mobile PA systems are installed in appropriate vehicles designated by PMO.

d. Frequency Manager. Ensure appropriate equipment is available to support all internal and external radio nets in the EOC. All additional requirements other than the EOC will come from the requesting organization/unit.

e. Installation Chief. Ensure MCAS Cherry Point and 2D MAW personnel assigned to manage and or operate the communication assets identified in this guidance are on hand and briefed.

6005. COMMUNICATIONS SUPPORT PHONE NUMBERS

1. POINTS OF CONTACTS. During normal working hours, the following telephone numbers apply for communications coordination purposes.

Cherry Point G-6 Ops	DSN 582-7081/6660
2D MAW G-6 Ops	DSN 582-2369/2835

6006. STATION DESTRUCTIVE WEATHER MESSAGES

1. Incoming. Incoming Destructive Weather messages will be posted on the CG MCAS Cherry Point's readboard.

2. Outgoing. Messages setting Destructive Conditions will:

a. Be drafted by the Operations Directorate. Proper format is shown below.

FM CO MCAS CHERRY PT NC//OPS//
TO CG SECOND MAW SECOND MAW//G1/G3/G4/ALD//
CG MCAS CHERRY POINT//G1/G6/FAC/MCCS/PMO/RSU/PAO//
MAG FOURTEEN//CO/S3//
MWSG TWO SEVEN//CO/S3//
MACG TWO EIGHT//CO/S3//
NAVAVNDEPOT CHERRY PT NC//CO/6.3/6.0//
NAVHOSP CHERRY PT NC//CO//
HHS MCAS CHERRY PT NC//CO/S3//
VMR ONE MCAS CHERRY PT NC//CO/S3//
CSSD TWO ONE//CO/S3//
DDCN CHERRY PT NC//D//
INFO COMMARFORLANT//G3//
CG MCB CAMP LEJEUNE NC//G3//
MCAS BEAUFORT SC//CO/S3//
MCAS NEW RIVER NC//CO/S3//
MCAF QUANTICO VA//CO/S3//
MAG THREE ONE//CO/S3//
MAG TWO SIX//CO/S3//
MAG TWO NINE//CO/S3//
COGARD STA FT MACON NC//CO//
NAVPORTCO MOREHEAD CITY NC//OIC//
SUBJ/HURRICANE (_NAME_) CONDITION _//
RMKS/1. SET HURRICANE CONDITION_____ AS OF_____L (EDT) FOR MCAS CHERRY
POINT.

2. CG SECOND MAW CONCURS.

a. This message will be released by CO MCAS Cherry Point, Chief of Staff, or the Director of Operations. The following statement must appear as the last paragraph in the body of the message: CG SECOND MAW CONCURS.

b. The Frost Call System and e-mail will be used to augment and ensure rapid dissemination information during normal working hours.

6007. EMERGENCY PHONE NUMBERS

1. See Appendix H for a list of emergency phone numbers.

DESTRUCTIVE WEATHER MANUAL
Radio Net Guard Chart

C- Net Control X- Guard R- Monitor Only Station Organizations	EOC (Trunked)	Cherry Ground (Trunked)	Crash Emergency (Trunked)	PMO TAC 1 (Trunked)	Naval Hospital (Trunked)	Fire Dept. 1 (Trunked)	Emergency Response (Trunked)	Grnd. Control 128.625/380.8 Mhz	SAR UHF 282.800 Mhz	Havelock Police 155.655 Mhz	Craven Co. Sheriff 156.210 Mhz	Craven Co. Fire 154.400 Mhz	Carteret Co. Sheriff 154.845 Mhz	N.C. Statewide Fire 154.280 Mhz	N.C. Statewide EMS 155.340 Mhz	N.C. Statewide Rescue 155.280 Mhz
EOC	C															
ARFF	X		C													
ARFF Command Vehicle			X													
P-19 Vehicle			X													
FIRE DEPART.	X					C										
Command Vehicle						X										
Other Vehicle						X										
NAVAL HOSPITAL	X				C											
Quarter Deck					X									X	X	X
Ambulances					X											
Emergency Rm					X									X	X	X
PMO	X			C												
Desk Sgt				X			C			X	X	X	X			
Vehicles				X												
CONTROL TOWER		C							X							
EOD	X															
CRASH PHOTO		X	X													
SAR HELO									C							
SAFETY	X															
EAD	X															
ATLANTIC FIELD																

The Naval Hospital has the capability to communicate with Statewide EMS vehicles and facilities.

Table 6-1

DESTRUCTIVE WEATHER MANUAL

CHAPTER 7

DESTRUCTIVE WEATHER SUPPLIES

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CHAPTER 7

DESTRUCTIVE WEATHER SUPPLIES

7000. GENERAL

1. The supplies listed in this section are intended solely for use in the event of destructive weather and will be safeguarded and readily available for that purpose only.

2. Group, Squadron Commanders and Department Heads will establish a DESTRUCTIVE WEATHER locker. Material peculiar to each command will be stored in quantities sufficient to meet their requirements. Annually, prior to 1 May, each unit locker will be inventoried and replenished. During DWC II, it is imperative that destructive weather lockers be managed efficiently to preclude a last-minute rush on supplies that could deplete inventories of essential items. Supplies will be issued to units subsequent to DWC II only with approval of the EOC.

7001. RATIONS AND SUPPLIES. (Also see 2003.6 for additional MRE distribution timeline information.)

1. The Mess Hall (Bldg 3451) will operate normally until setting of DWC I(E) unless otherwise instructed by the EOC. The regularly planned menu will be modified to include "fast food" selections which can be prepared quickly and easily in order to support emergent requirements where time does not permit preparation of regular menu items. Request for meals outside of regularly scheduled meal periods will be coordinated through the EOC. The Mess Hall will be continually manned unless closure is forced by loss of utilities or directed by the EOC.

2. In the event that the Mess Hall is secured or Marines/Sailors are unable to use the Mess Hall, it will be necessary to provide MREs for personnel living in the barracks. MCO10110.40B does not allow storing of MREs. The intent of the order should not be misconstrued, however, waivers can be authorized due to the "contingency" nature of the MRE distribution. Strict accountability of MREs is necessary to prevent theft. Further, MSCs must ensure proper sanitation and climate control within their warehouses. The potential destruction of MCAS Cherry Point and the surrounding areas dictate appropriate measures. MRE distribution procedures are as follows:

- a. When Destructive Weather condition (DWC) IV is declared, Station Supply Directorate will pick up twenty-five (25) pallets of MREs from 2D FSSG rations. One day of rations per Marine/Sailor (3 MREs per) will be held in Bldg 150 (Food Services Warehouse) aboard MCAS Cherry Point.
- b. Upon entering DWC III, Group Commanders or their representatives (GDO) from MWSG-27, MACG-28, MAG-14, MWHS-2, HQHQRON, and the Naval Hospital Cherry Point will need to call the EOC and request MREs to be issued. MREs will only be issued to Groups, not individual squadrons, with the exceptions of MWHS-2, HQHQRON, and the Naval Hospital Cherry Point.
- c. Once the Groups have been issued MREs, they will issue them to their respective squadrons to be held and stored properly IAW II MEF regulations until the end of the hurricane season (normally 30 Nov). Strict accountability must be maintained and a monthly usage report must be submitted to the MCAS Cherry Point Food Service Officer (FSO) via the 2D MAW FSO.
- d. MREs will be issued to individuals only during DWC I(E) if the Mess Hall is closed.
- e. All MREs issued will be accounted for using NAVMC Form 10789.
- f. Marines/Sailors entitled to Subsistence In Kind (SIK) will sign the NAVMC form 10789 and initial "M" (for Meal Card) to the left of their SSN. Those entitled to COMRATS/BAS will initial "C" (for cash) to the left of their SSN and their pay will be checked the appropriate amount.
- g. Any MREs lost or consumed without proper meal signature records or cash payments will be replaced by the responsible unit's supply at their expense.
- h. All MREs not consumed will be returned by the Groups to Bldg. 150 no later than 05 DEC.
- i. Prior to MREs being accepted on turn-in, a Veterinarian Check will be required.
- j. Should a subsequent DWC IV advisory be issued, units will draw additional MREs as required to maintain the required one day supply.
- k. MREs are not to be used as a "midnight snack" or supplement to the mess hall.

3. Foul weather gear (GORTEx, etc.) will be issued by parent units to those personnel tasked to provide outdoor services during the destructive weather.
4. Destructive weather supplies will be stored in the Facilities Property Branch and will be issued to units as indicated on a custodial basis. The Facilities Property Office will ensure that issues are properly documented and receipted for on an Equipment Custody Receipt Card (NAVMC 10576/10577) furnishing one copy of this document to the recipient as per normal operating procedure.
5. Water provisions - See paragraph 3011.3g.
6. Supplies - See Appendix I, Tab H. The Facilities Property Branch will issue the supplies listed on the charts in Appendix I, Tab H to the cognizant OICs when directed by the EOC.
7. Individuals assigned Damage Control Teams, Security Augmentation Force, and Emergency Shelter Teams will draw individual protective equipment and foul weather gear from their local supply. The Damage Control Team can draw required gloves and sandbags from the Facilities' Destructive Weather Locker located in the tool room in Bldg. 247.

DESTRUCTIVE WEATHER MANUAL

CHAPTER 8

AIRCRAFT EVACUATION

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CHAPTER 8

AIRCRAFT EVACUATION

8000. AIRCRAFT EVACUATION ASSIGNMENT AND RESPONSIBILITIES

1. Commanding General, 2D MAW. The Commanding General, 2D MAW has been delegated the authority to issue aircraft destructive weather evacuation conditions by Commander, U.S. Naval Air Forces Atlantic (COMNAVAIRLANT). Orders to commence and secure from aircraft evacuation conditions will be issued by the Commanding General, 2D MAW. Aircraft evacuation conditions and detailed destructive weather evacuation instructions are contained in reference (g).
2. Commanding Officer, MCAS Cherry Point. The Commanding Officer MCAS Cherry Point, will issue orders to evacuate station aircraft.
3. Station Destructive Weather Evacuation Control Officer. The Airfield Operations Officer is assigned additional duty as the Station Destructive Weather Evacuation Control Officer. He will ensure appropriate field services are operational until all aircraft have evacuated. Group Operations Officers will coordinate launch schedules with the Airfield Operations Officer to facilitate personnel and services planning in support of destructive weather.
4. Flyable Aircraft. Except for aircraft retained for Medevac or SAR purposes, flyable, unhangared, tenant and transient aircraft will be evacuated when winds 90 Knots or greater are forecast. All flyable SAR aircraft will be evacuated in the event that the forecast intensity of the destructive weather exceeds all local hangar design limits (currently Category III or greater storm).

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CHAPTER 9

DESTRUCTIVE WEATHER CONDITION REPORTS

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CHAPTER 9

DESTRUCTIVE WEATHER CONDITION REPORTS

9000. REPORTS OF ASSUMPTION OF DESTRUCTIVE WEATHER CONDITIONS. When units have been notified to set a destructive weather condition, a telephone report indicating it has been set shall be made as follows:

1. Destructive Weather Condition IV (DWC IV)

a. 2D MAW units (prior to activation of the EOC).

(1) During normal working hours: 2D MAW Destructive Weather Officer (extension 3695/3239).

(2) After normal working hours: 2D MAW Command Duty Officer (extension 4313/4314).

b. Station Squadrons, Directorates, Staff sections, NADEP and Naval Hospital.

(1) During normal working hours: Station Destructive Weather Officer (extension 2343/5616).

(2) After normal working hours: Station Command Duty Officer (extension 5236/2848/2847).

2. Destructive Weather Condition III, II and I (DWC I - III). All units report their attainment of set condition to the EOC (extension 5216/5217/5218/3393) or via email (CHPT_EOC_OMB@USMC.MIL, "CHPT EOC OMB" on NMCI Global Address List). If email is used, receipt confirmation is required.

9001. DAMAGE, CASUALTY AND PROBLEM REPORTING

1. Damage Reporting

a. Critical nature repairs will be reported to the FMD emergency desk (extension 4363). The Facilities Maintenance Officer/Assistant Facilities Maintenance Officer shall provide timely damage control information to the EOC.

b. Within 48 hours after storm passage, all units will submit a damage report to the Operation Division of Facilities Maintenance. This report will include the location and nature of all damage.

2. Casualty Reporting. Casualty reports shall be made ASAP to the EOC by all units.

3. After Action Reports. Submit five working days after storm passage via e-mail, MS Word attachment to the MCAS Destructive Weather Officer.

9002. AIRCRAFT DESTRUCTIVE WEATHER EVACUATION REPORTS

1. 2D MAW Aircraft Evacuation Reports will be submitted in accordance with the procedures outlined in ref (g).

2. 2D MAW Hurricane Evacuation Officer will report status of aircraft evacuation to the EOC.

3. Cherry Point Station Aircraft Evacuation Reports will be submitted to the EOC.

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CHAPTER 10

SAFETY PRECAUTIONS

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CHAPTER 10

SAFETY PRECAUTIONS

10000. DESTRUCTIVE WEATHER SAFETY PRECAUTIONS. Safety precautions included herein are not all inclusive; rather, they are presented as a guide and may be used as a checklist. Common sense and the requirements on the scene will dictate measures to be taken.

1. Before the Destructive Weather

a. Keep radio or television on and listen for latest weather bureau warnings and advisories. Have a portable radio and extra batteries handy.

b. Shut down computer properly, unplug from the electrical outlet and move computer equipment and electrical appliances away from windows or other areas that water may penetrate. Securely cover the computer with plastic.

c. Get away from low-lying beaches or other locations which may be swept by high tides or storm waves. Do not run the risk of being marooned. Leave early to preclude passage over inundated roads.

d. If your residence is reasonably removed from high tides and well built, it is probably the best place to weather the storm.

e. Stock up on ready-to-eat foods. Rely on foods that will not hasten thirst, as water will be precious. Remember, if the electric power fails, you will be without refrigeration.

f. If emergency cooking facilities are necessary, be sure they are in good working order. Butane or kerosene camping stoves, canned heat and fireplaces may be used. Be careful and ventilate well. Keep fuel containers well away from flame. Refill with stoves extinguished and cool.

g. Store a supply of water for drinking and other purposes by filling bathtubs, bottles and cooking utensils.

h. Have flashlights and/or other emergency lights in working condition and keep them handy. Purchase fresh batteries well in advance.

i. Have first aid supplies ready.

j. Be sure to have gasoline in your car. Filling stations may not be able to operate pumps for several days if electricity is off.

k. Check on everything that might be blown away or torn loose. Garbage cans, garden tools, toys, signs, porch furniture, awnings and other objects become weapons of destruction in destructive weather winds. Store them all inside.

l. Learn the location of the closest destructive weather Emergency Shelter. Do not wait until the last minute or after the high winds strike. If you are planning to use these facilities, go early and take what you need.

2. During the Destructive Weather:

a. Keep tuned to your radio for latest reports.

b. If the center or "eye" of the storm passes directly over, there will be a lull in the wind lasting from a few minutes to half an hour or more. Stay in a safe place. Make emergency repairs during the lull, if necessary, but remember, the wind will return suddenly from the opposite direction, frequently with greater violence.

c. Keep calm.

d. Do not go outside during the storm.

e. Be sure that a window or door can be opened on the leeward side of the house - the side opposite the one facing the wind.

f. Stay away from windows, especially on the windward side of the building. Remain in rooms on the leeward side.

g. Use only essential electrical appliances and the minimum of lighting fixtures during Condition II and I.

3. After the Destructive Weather:

a. Persons injured during the storm should seek medical help. Otherwise, stay put. Water will recede and roads will be cleared soon after the storm, be calm.

b. Do not touch loose or dangling wires.

c. Report broken sewer or water mains promptly to Facilities Maintenance. Base residents should avoid using base water until cleared by public announcement or boiling the water to kill contaminates.

d. Guard against spoiled food in refrigerators, if power has been off for several hours. Minimize entry into refrigerators/freezers to retain coldness within.

e. Unless you are qualified to render emergency assistance, stay away from disaster areas where you may hamper first aid or rescue work.

f. Drive automobiles cautiously. Debris-filled streets are dangerous, so keep your eyes on the road. Along the coast, soil may be washed from beneath the pavement which may collapse under the weight of vehicles. Stay off the roads whenever possible to preclude interfering with emergency crews.

g. Be alert to prevent fires. Lowered water pressure make fire fighting difficult after storms.

h. Those possessing citizens band radio equipment may desire to tune to channel 9 and inform the disaster control center of injuries and emergency maintenance conditions if landlines (telephone) are inoperable (EOC monitors CB channel 9).

i. Additional safety precautions should be taken as required by the peculiarities of the installation involved.

j. Recommend pets are kept in residence with sufficient food and water while families are in an emergency shelter.

k. If you move to your home's attic due to rising water, ensure an ax or chainsaw is available to allow escape through the roof.

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CHAPTER 11

WINTER STORM(S) (SNOW/ICE) RECOVERY PROCEDURES

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CHAPTER 11

WINTER STORMS(S) (SNOW/ICE) RECOVERY PROCEDURES

11000. WINTER STORM(S) RECOVERY TEAM

1. The Winter Storm(s) Recovery Team will be activated for the purpose of coordinating and directing action required during periods when weather threatens or engulfs MCAS Cherry Point. The team will prepare and be responsible for destructive weather recovery operations and for determining snow and debris removal priorities. Military and civilian personnel will be assigned to recovery activities.
2. The team is activated on order of the CO MCAS Cherry Point.
3. The team will consist of:
 - a. Destructive Weather Officer (Chairman). 2343/5616
 - b. Deputy Facilities Maintenance Officer. 5741
 - c. 2D MAW A/CS G-4. 3400/6328/6178
 - d. Deputy Provost Marshal. 3445/3615/4366
 - e. Damage Control Party OIC (HQHQRON). 3200/2002
4. Emergency manpower to the Winter Storm(s) Recovery Team is in the form of a 30 personnel damage control party, provided by HQHQRON.

11001. ROAD CLEARING. The likelihood of snow/ice conditions for a sustained period is remote and can be handled on a case-by-case basis. Nonetheless, the following actions may be used as a guide for Winter Storm(s) Recovery Teams regardless if ice or post destructive weather/tornado cleanup is required.

1. Winter Storm Condition IV (WSC IV)(01 DEC - 15 MAR). Seasonal. Normal operations.
2. Winter Storm Condition III (WSC III)(24 hours)
 - a. Determine number of personnel required for snow/ice removal operations. Notify appropriate supervisors of personnel requirements.

- b. Determine snow removal equipment requirements. Notify FMD of pending equipment requirement including contractor personnel.
- c. Check equipment for operational readiness. Protect equipment by indoor storage or wrapping with plastic.
- d. Alert Civilian Personnel Officer and Joint Public Affairs Officer of possible closing of the Air Station. (Phones 3035/2109 and 4241/5279/5714 respectively).
- e. Determine and check electrical generators needed for emergency backup.
- f. Fill five 7-ton trucks with sand.
- g. Top off two refueling trucks with Number 2 fuel oil and one truck with kerosene.

3. Winter Storm Condition II (WSC II) (12 Hours)

- a. Assign and brief snow removal personnel.
- b. Assemble snow removal equipment as determined necessary.
- c. Check supply of coal and fuel oil in Central Heating Plant. Assemble electrical generators as determined necessary.

4. Winter Storm Condition I (WSC I) (Imminent)

- a. Inspect key areas to determine snow removal requirements.
- b. Commence snow/ice removal operations according to priorities set forth below.

11002. DEBRIS CLEARING PRIORITIES

- 1. Search and Rescue (SAR, east corner Hanger 131 (VMR-1), (200 ft by 200 ft).
- 2. Roosevelt Boulevard between Highway 101 and "F" Street.
- 3. "F" Street to 5th Avenue. Clear Beaufort Road and entryways to the Naval Hospital.
- 4. Clear and sand Slocum Creek Bridge to Staff Capehart.

5. Roosevelt Boulevard/"F" Street to Roosevelt Boulevard/Wilson Street.
6. "A" Street from Roosevelt Boulevard to 6th Avenue.
7. Sixth Avenue/"A" Street to Building 199 (Operations Building) including parking area.
8. Curtis Road/"A" Street to Transportation yard. Langley Road/"A" Street to Center Heating Plant.
9. Runways and taxiways (as directed by the Airfield Operations Officer).
10. Old Main Gate to "A" Street.
11. Roosevelt Boulevard/Slocum Road to Alexander/Stanley Roads.
12. Second Avenue.
13. Building 198, NAVAVNDEPOT, Supply and Facilities Maintenance parking areas.
14. Sixth Avenue; "F" Street between Fifth and Sixth Avenues.
15. Alexander Road/Stanley Road through perimeter MEMQ Capehart (Alexander, Gates, Stanley).
16. Henderson Avenue in Hancock Village.
17. Jackson, Cedar and Holy Drives in Slocum Village.
18. Fort Macon Drive.
19. MEMQ and trailer park (Onslow, Crossland, and Beaufort).
20. "E" Street from Roosevelt to Fourth Avenue.
21. Commissary, gas station and MCX parking areas.

11003. EQUIPMENT REQUIREMENTS

1. Station/Wing equipment - Provide list of available equipment for snow removal no later than 30 October annually to MCAS Cherry Point Destructive Weather Officer.

11004. SUPPORT REQUIREMENTS1. Facilities Maintenance Officer (phone 5741).

- a. Maintain a supply of 400 tons of sand.
- b. Establish a procedure in advance for the utilization of contractor snow removal equipment. Provide a copy of the MOU to MCAS Cherry Point Destructive Weather Officer.

2. Director of Supply (phone 5735/2245).

- a. Provide emergency procurement and issue service for material as needed.
- b. Provide emergency fuel service as required.

3. Provost Marshal (phone 3445/3615/4366)

- a. Take necessary action to minimize vehicular traffic on the Air Station.
- b. Direct and reroute traffic as conditions dictate.
- c. Report unusual street icing conditions to the Destructive Weather Officer.
- d. Provide appropriate public address announcements throughout the housing areas as requested.

4. Joint Public Affairs Officer (phone 4241/5279/5714). Disseminate announcements to civil service and military personnel through public news media.5. Airfield Operations Officer (phone 2233/6327/2048). Notify the Destructive Weather Officer which runway/taxiway will be cleared with emphasis in getting one runway operational as soon as possible.6. Director of Operations (phone 3580/5175). When a Winter Storm Condition has been established or secured, ensure units notified utilizing the formats and contacts contained in Appendix B.7. Communication-Electronics Maintenance Officer (phone 466-1100/7081). Provide communications and electronics maintenance in support of this plan. Assist all customers with telecommunications service outages (on-bases 114 and off-base 466-4701).

8. Station Motor Transport Officer (phone 2808/3502/5727)

a. Maintain 20 sets of grader blades and bolts.

b. Provide hourly bus service, as conditions warrant, during normal working hours to the following locations. Pickups will be made enroute as necessary. Publish and maintain route schedule in print and radio/ITV through JPAO Channel 6 and the Windsock.

- (1) Fike Drive/Geiger Avenue (Hancock Village).
- (2) Holly Drive/Mimosa Drive (Slocum Village).
- (3) Jackson/Mimosa Drive (Slocum Village).
- (4) Fort Macon Drive/Highway 70 (Fort Macon Village).
- (5) Gate 6.
- (6) Main Gate.
- (7) Building 199.
- (8) Hospital.
- (9) Alexander/Stanley roads (MEMQ Capehart).
- (10) Roosevelt Boulevard/Madison Drive (BOQ and MOQ Apartments).
- (11) Roosevelt Boulevard/Jefferson Drive (MOQ area).
- (12) Roosevelt Boulevard/Jefferson Drive (second intersection).
- (13) Roosevelt Boulevard/Buchanan Drive.
- (14) Roosevelt Boulevard/Wilson Drive.

11005. OPERATIONAL REQUIREMENTS

1. The Joint Hangaring Officers will meet and review aircraft/equipment hangaring requirements when WSC III is set or upon call by the Director of Facilities. See paragraph 3016 for composition and duties of the committee.

2. During WSC III, aircraft evacuation will be considered in accordance with Chapter 8 of this Manual.

3. The OIC of the Damage Control Party will ensure phone contact or physical muster of each member of the Damage Control Party and will know the location of all party members after WSC II. The OIC will provide the EOC with any change in his location. The DCP will function as directed by the OIC of the EOC.

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CHAPTER 12

WORKFORCE DISMISSAL

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CHAPTER 12

WORKFORCE DISMISSAL

12000. GENERAL

1. Dismissal of the workforce aboard MCAS Cherry Point may be required during destructive weather or other emergency conditions deemed necessary by the Commanding Officer MCAS Cherry Point.
2. During destructive weather, reduced operational readiness will be maintained with emergency personnel.
3. Each Directorate will determine emergency personnel required for a destructive weather situation. Missions and critical services provided to other sections or units will be considered when establishing emergency personnel.

12001. TIME OF WORKFORCE DISMISSAL

1. When Destructive Weather Condition I (DWC I) is set, MCAS Cherry Point will reduce work operations and dismiss non-emergency personnel, at each Director's discretion.
2. During winter weather conditions, the workforce will be reduced to emergency personnel at a time determined by the Commanding Officer MCAS Cherry Point.

12002. WORKFORCE DISMISSAL SITUATIONS

1. Conditions arise during work hours. The workforce will be dismissed early as appropriate. Employees on duty will not be charged annual leave; the appropriate charge is excused absence (administrative leave). Any employee who, upon being notified of the early dismissal time, elects to leave before dismissal time, will be required to take annual leave or leave without pay until the dismissal time. Employees are cautioned that failure to obtain supervisory approval for leaving the work site without proper permission before the scheduled dismissal time could result in disciplinary action.
2. Conditions arise during non-working hours. Reduced work operations will take place at MCAS Cherry Point until such time, that conditions allow the safe return to full operations. During reduced

work operations emergency personnel, predetermined by each Director, will report to work. Full work operations may be delayed or suspended for the entire day, depending on weather conditions.

12003. PUBLIC ANNOUNCEMENTS

1. When emergency or hazardous conditions develop, it is extremely important that personnel listen to local radio and television stations and follow specific instructions pertaining to personnel on board MCAS Cherry Point.

a. Standardized releases of public announcements for early dismissal, closure or delayed opening will be staffed appropriately and released to local news media to minimize confusing or misleading statements.

b. The Joint Public Affairs Officer, in conjunction with the MCAS AC/S G-1, will compose announcements for dissemination to the local news media and the Severe Weather Information Line. Dissemination to the local media will include the major TV networks and radio stations.

2. MCAS Cherry Point, Naval Hospital, and 2D MAW workforce status will be posted on the Severe Weather Information Line at (252) 466-3093.

3. Naval Aviation Depot (NADEP) workforce status will be posted on the NADEP Weather Information Line (252) 464-8333.

4. If employees are uncertain whether to report for work during severe weather conditions, they are directed to contact their immediate supervisor.

DESTRUCTIVE WEATHER MANUAL

APPENDIX A

EMERGENCY POWER PLAN

1. General

a. Back-up electrical power for interruptions of commercial power, essential service to maintain command and control, operation of emergency shelters, communications, essential feeding, fire protection, essential services, and utility operations will be provided by generator power where possible.

b. Facilities where emergency power cannot be provided by local sources will receive priority maintenance to restore lost power in the event of commercial power failure. Accordingly, all necessary precautions should be taken to preserve refrigerated or frozen foods, provide emergency messing, and provide emergency lighting.

c. Generator assets organic to MCAS are insufficient to provide all requirements for emergency electrical service. Consequently, augmentation from tenant units in both equipment and personnel is required.

d. Commands requiring portable emergency generator power must identify and mark the exact location where the generator connects to the electrical panel. This process will allow for ease of site identification, hook up and service of generators by maintenance personnel.

2. Tasks

a. The supply and support of portable and stationary generators will be in accordance with TABs A and B.

b. Only facilities listed in TAB B are authorized emergency power service by portable generators. Under no circumstances will tenant activities hook up T/E generator assets to facilities or electrical distribution grid without the expressed approval of the Facilities Representative to the EOC.

c. Generator assets supporting the Emergency Power Plan will be staged, tested, and fuel tanks filled to ensure availability and serviceability upon Destructive Weather Condition IV or as directed by the Director of Facilities.

d. Generator assets will be moved to and set up at assigned locations upon Destructive Weather Condition III or as directed by the EOC. Generator operators, mechanics, and electricians will

DESTRUCTIVE WEATHER MANUAL

deploy as directed upon the setting of Destructive Weather Condition II and remain on post until notified to stand down by the EOC.

e. Generator end-users and operators are responsible for providing the EOC refueling information to include: location, quantity, and future fuel requirements. The EOC Facilities Representative will coordinate the prioritization and execution of refueling requirements.

f. Commands responsible for facilities listed in TAB A are required to arrange for billeting and messing of the portable/auxiliary generator operators if they are to remain on location.

3. Specific Tasks

a. Director of Facilities

(1) Destructive Weather Condition IV. Coordinate with 2D MAW and internal departments for the status of Emergency Power Plan generators as listed in TABS A and B.

(2) Destructive Weather Condition III. Coordinate to ensure generators are positioned and hooked up for emergency operation. Coordinate refueling plan. Be prepared to dispatch operators and maintainers.

(3) Destructive Weather Condition II. Direct operators to designated facilities to provide support as required.

b. Director of Supply

(1) Destructive Weather Condition IV. Review contingency plans to safeguard refrigerated and frozen foods the mess hall where emergency power cannot be provided.

(2) Destructive Weather Condition III. Ensure availability of reefer vans for storage of refrigerated and frozen foods in mess hall if generators are non-operational where needed.

(3) Destructive Weather Conditions II, II, I. Provide support for refuelers upon request. Be prepared to transfer refrigerated and frozen foods to reefer vans at the mess hall to minimize loss in the event of an extended commercial power outage.

DESTRUCTIVE WEATHER MANUAL

APPENDIX A, TAB A

EMERGENCY POWER PLAN

GEN	UP	W/S*	KW	VOLTAGE	MODEL #	SERIAL #	STA ID	FMD ID	MANUFAC-TURER	Status
93A	Y	W	100	208	6BT5.9G2	217479	00146-02269	289204	CUMMINS	GOOD
93B	Y	W	200	208/480	REOZJB	2021872			KOHLER	GOOD
93C	Y	W	200	208/480	MMG174	22097			MAGNUM	GOOD
93D	Y	W	200	208/480	REOZJB	2021873			KOHLER	GOOD
93E	Y	W	200	208/480	REOZJB	2021874			KOHLER	GOOD
93F	N	W	60	208		217789		283202	CUMMINS	DOWN
93H	Y	W	60	208	6BT5/9G2	217580		283203	CUMMINS	GOOD
93J	Y	W	60	208	6BT5/9G2	217794		283209	CUMMINS	GOOD
93K	Y	S	200	120/208	MEP009A	VZ00502	5E+05		FERMONT	GOOD
93L	N	W	100	208/480	E2029M1301A2	503A69 7475N8		281895	ALLIS-CHALMERS	BER
93M	Y	W	350	208/480	280SD	F01SD0643			LYNX PWR SYS	GOOD

XXXX= fuel replaced

* W= WHEELED S= SKID MOUNTED

DESTRUCTIVE WEATHER MANUAL

APPENDIX A, TAB B

EMERGENCY POWER PLAN

GEN	UP	SIZE	SWITCH	E/G	MODEL	SERIAL	MANUFACTURER	PM	LOADED	STA ID
87	Y	350KW	AUTO		3406B		CATERPILLAR	M	N	
121*	N	15KW	AUTO		15.0RDJC-4R/15304AA	1174891591	ONAN	M	Y	DOWN
125	Y	80KW	AUTO		94A-02101 S		OLYMPIAN	W	Y	
152	Y	850KW	AUTO		900DS60	365263	SPECTRUM	W	N	
180*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174897658	ONAN	M	Y	
192	Y	60KW	MAN		MDL60	21913	MAGNUM	M	N	
193	Y	60KW	AUTO		3114		CATERPILLAR	M	Y	00146-701541
198	Y	60KW	MAN		MDL60	21914	MAGNUM	M	N	
199	Y	275KW	AUTO	ENG	N185506	60502	CUMMINS	W	FOD	
				GEN	DLC275X	L905852	POWER GUARD			
247	Y	30KW	MAN		KD-60	366A72-3432N1	KR	M	N	
251	Y	30KW	AUTO		300DGW-8E	376-401	EMPIRE	M	N	
294*	Y	15KW	AUTO		15.0RDJC-4R/15304AA	1174891595	ONAN	M	Y	
298	Y	200KW	AUTO		3583770200	2074577	GENERAC	M	N	
299	Y	150KW	AUTO	ENG	6D22		MITSUBISHI	W	Y	00146-703961
				GEN	J1035-4		KEM			
897*	Y	15KW	AUTO		15.0RDJC-5DR/15304A	1174891602	ONAN	M	Y	
1005	N	125KW	AUTO		8063-7403	6VF-81102	ATLANTIC	M		IN ET BRANCH
1083*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174897665	ONAN	M	Y	
1088*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174897661	ONAN	M	Y	
1402*	Y	60KW	AUTO		60.0DYA-15R/15759F	175921285	ONAN	W	Y	
1408*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174897655	ONAN	M	Y	
1640A	Y	400KW	AUTO	ENG	3408B	78Z2867	CATERPILLAR	W	FOD	
				GEN	MG1-22.84	P5949/4	GREGORY POOLE			
1640B	Y	400KW	AUTO	ENG	3408B	78Z2886	CATERPILLAR	W	FOD	
				GEN	MG1-22.84	P5949/6	GREGORY POOLE			
1660	Y	40KW	AUTO		MDL40	21918	MAGNUM	W	FOD	
1696*	Y	75KW	AUTO		9CD345	5721-2	KAMAG	W	FOD	
1748*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174893584	ONAN	M	Y	
1776*	Y	75KW	AUTO		75SX9E	86892-1	KAMAG	W	FOD	
1777	Y	15KW	AUTO		MDL15	21921	MAGNUM	M	Y	
1788	Y	170KW	AUTO		3406		CATERPILLAR	W	FOD	
1791	Y	60KW	AUTO		MDL60	21910	MAGNUM	M	Y	
2000	Y	60KW	MAN		MDL60	21909	MAGNUM	M	N	
2340	Y	60KW	AUTO		60.0DYA-15R/15759F	175917864	ONAN	W	Y	TO BE DEMO'ED
2455*	Y	15KW	AUTO		15.0RDJC-5R/15304AA	1174891599	ONAN	W	Y	
3142*	Y	60KW	AUTO		60.0DYA-15R/15759F	175921236	ONAN	W	Y	
3143	Y	275KW	AUTO		96A-01260S		GENERAC	M	Y	
3144*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174897660	ONAN	M	Y	
3393*	Y	15KW	AUTO		15.0RDJC-5DR/15304AA	1174891601	ONAN	M	Y	

DESTRUCTIVE WEATHER MANUAL

<u>GEN</u>	<u>UP</u>	<u>SIZE</u>	<u>SWITCH</u>	<u>E/G</u>	<u>MODEL</u>	<u>SERIAL</u>	<u>MANUFACTURER</u>	<u>PM</u>	<u>LOADED</u>	<u>STA ID</u>
3451	Y	500KW	AUTO		DMT-600CA2	94-5483-1	DMT	M	N	00146-702005
3522	Y	30KW	MAN		300DGW-8E	376-412	EMPIRE	M	N	
3523	Y	30KW	MAN		300DGW-8E	376-413	EMPIRE	M	N	00146-701528
3524	Y	30KW	MAN		300DGW-8E	376-407	EMPIRE	M	N	
3570	Y	30KW	AUTO		30REOZJB		KOHLER	M	Y	
3761	Y	60KW	AUTO		MDL-60	21915	MAGNUM	M	Y	
3762*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174893583	ONAN	M	Y	
3763*	Y	15KW	AUTO		15.0RDJC-4R/15304AA	1174891590	ONAN	M	Y	
3765	Y	60KW	AUTO		60.0DYA-15R/15759F	175921284	ONAN	W	Y	TO BE REPLACED
3876	Y	175KW	AUTO		175.0DYG-15R/15753D	475944105	ONAN	M		ABANDON IN PLACE
3879*	Y	60KW	AUTO		60.0DYA-15R/15759F	175917863	ONAN	M	Y	
3886	N	20KW	AUTO		20DGAB	L920494551	ONAN	W		NOT IN SERVICE
3886A	Y	20KW	AUTO		DNAF-5671251	D048631132	CUMMINS	M	Y	
3899*	Y	30KW	AUTO		30.0DDA-15R/77078	6760151364	ONAN	M	Y	
3907	N	125KW	AUTO	GEN	100SX9E	82132	KAMAG	W	N	
				ENG	10437305	4A0240254	DETROIT			
3909*	N	7.5KW	AUTO		7.50B-18R/18564AB	800512467	ONAN	M		UNDER REPAIR
3918	Y	60KW	AUTO		60ROZJ71	386684	KOHLER	M	Y	
3924	Y	30KW	MAN		DGGD-5710776	D050776187	ONAN	M	N	
3956	Y	40KW	AUTO		MDL40	21917	MAGNUM	M	Y	
3960	Y	30KW	MAN		300DGW-8E	376-411	EMPIRE	M	N	
3981*	Y	30KW	AUTO		30.0DDA-15R/15293A	1174897657	ONAN			NADEP
3987	Y	750KW	AUTO	ENG	92 POWER		DETROIT	M	Y	
				GEN	573RSL4032 BP175W	ZB3993328	KOHLER			
4151	Y	100KW	AUTO		MDL100	21920	MAGNUM	W	FOD	
4217	Y	30KW	MAN		300DGW-8E	376-408	EMPIRE	M	N	00146-701526
4226	Y	60KW	AUTO		3208	30A02733	CATERPILLAR	M	Y	
4259	Y	700KW	AUTO		3508/SR-4	6MA01150	CATERPILLAR	W	N	
4303	Y	60KW	AUTO		MDL-60	21912	MAGNUM	W	FOD	
4324	Y	40KW	AUTO		MDL40	21919	MAGNUM	M	Y	
4344	Y	60KW	AUTO		MDL60	21916	MAGNUM	M	Y	
4346	Y	50KW	MAN		50ROZJ8	297273	KOHLER	M	N	
4347	N	50KW	MAN		50ROZJ81	297335	KOHLER	M	N	UNDER REPAIR
4357	Y	910KW	AUTO	ENG	8500	24Z04411	CATERPILLAR	W	Y	
				GEN	SR-4	6PA01729	CATERPILLAR			
4364	Y	30KW	MAN		300DGW-8E	376-410	EMPIRE	M	N	00146-701527
4376	Y	200KW	AUTO		10637305		DETROIT/KOHLER	M	Y	
4377	Y	900KW	AUTO		900ROZD71	320992	KOHLER	M	Y	
4377A	Y	250KW	AUTO		275RODZ71	378753	KOHLER	M	Y	
4397	Y	450KW	AUTO		450ROZD71	3663879	KOHLER	W	Y	
4415	N	275KW	MAN		275ROZD71	from hospital	KOHLER	M	N	NOT READY
4427	Y	10KW	AUTO		94A 02621 S		OLYMPIAN	W	N	

DESTRUCTIVE WEATHER MANUAL

<u>GEN</u>	<u>UP</u>	<u>SIZE</u>	<u>SWITCH</u>	<u>E/G</u>	<u>MODEL</u>	<u>SERIAL</u>	<u>MANUFACTURER</u>	<u>PM</u>	<u>LOADED</u>	<u>STA ID</u>
4428	Y	40KW	AUTO		40ROZJ 81	36530	KOHLER	W	N	
4429	Y	80KW	AUTO		80ROZJ 71	319289	KOHLER	M	Y	
4505	Y	275KW	MAN		275ROZD71	266237	KOHLER	M	N	
4530*	Y	60KW	MAN		60DGCB	I970648701	ONAN	M	N	
4584	Y	50KW	MAN		D50P1	E0501A/001	OLYMPIAN	M	N	
4589	Y	20KW	AUTO		DP20P1	F6069A/001	OLYMPIAN	M	Y	
4601	Y	60KW	AUTO		D60P1	E7770B/001	OLYMPIAN	M	Y	
4602*	N	15KW	AUTO		15.0RDJC-4R/15504AA	1174891594	ONAN	M		OUT OF SERVICE
4766	N	50KW	AUTO		D50P3		OLYMPIAN	M		NEW-NO PM
4767	N	50KW	AUTO		D50P3		OLYMPIAN	M		NEW-NO PM
7019	Y	60KW	AUTO		60SX9E		OLYMPIAN	M	Y	
8029	Y	15KW	AUTO		4W117L	3021520	DAYTON	M	Y	PROPANE
8105	Y	30KW	AUTO		20A02351S	2057519	GENERAC	M	Y	
8106	Y	30KW	AUTO		20A02351S	2057520	GENERAC	M	Y	
9068A	Y	350KW	AUTO	ENG	PA3315-02	76Z04368	CATERPILLAR	M	N	
				GEN	SR4	6DA03143				
9068B	Y	205KW	AUTO	ENG	3306B	85Z09297	CATERPILLAR	M	N	
				GEN	SR4	5EA07310				

* = REQUEST FOR REPLACEMENT

XXXX= FUEL REPLACED

FOD = PERFORMED ON QUARTERLY FOD WALK; PER CUSTOMER REQUEST.

DESTRUCTIVE WEATHER MANUAL

APPENDIX B

WEATHER OFFICE AND EOC DATA/CALL SHEETS

A. General

1. The following APPENDIX B is to be utilized by the Weather Office to identify and disseminate specific Weather Conditions, Weather Warnings, and Destructive Weather Conditions (DWCs) of Readiness.

a. TAB A is to be utilized by the Weather Office to identify Weather Conditions and Weather Warnings.

b. TAB B is to be utilized by the Weather Office to disseminate the Weather Conditions and Weather Warnings in TAB A.

c. TAB C is to be utilized by the Weather Office to disseminate the setting of Destructive Weather Conditions (DWCs) and Winter Storm Conditions (WSCs) of Readiness.

2. In the event that the Weather Office is unable to disseminate the setting of Destructive Weather Conditions (DWCs) or Winter Storm Conditions (WSCs) of Readiness as per paragraph 3005.8, the EOC must then ensure the dissemination of DWCs/WSCs utilizing APPENDIX B, TAB C via other means.

DESTRUCTIVE WEATHER MANUAL

APPENDIX B, TAB A

WEATHER CONDITIONS/WARNINGS

Date/Time Set _____ WARNING # _____ - _____

Valid from: _____ LST To: _____ LST

=====

() SET () EXTEND () AMEND () CANCEL

=====

() (SEVERE) THUNDERSTORM CONDITION II (IN GENERAL AREA WITHIN 6 HOURS)**

() (SEVERE) THUNDERSTORM CONDITION I (IMMINENT)***

POSSIBLE GUSTS TO _____ KTS MINIMUM CEILING _____ FT

POSSIBLE HAIL _____ INCHES MINIMUM VISIBILITY _____ MILE(S)

() THE STORM PREDICTION CENTER (NWS KANSAS CITY, MO) HAS SET A:

(TORNADO) (SEVERE THUNDERSTORM) (WATCH) (WARNING)

SPC WEATHER (WATCH) / (WARNING) NUMBER _____

CONDITIONS: _____

=====

() TORNADO CONDITION II (IN GENERAL AREA WITHIN 6 HOURS)**

() TORNADO CONDITION I (IMMINENT)***

=====

() LOCAL WIND WARNING (20-33KTS) WINDS _____ / _____ KTS GUSTS _____ KTS

() GALE WARNING (34-47KTS) WINDS _____ / _____ KTS GUSTS _____ KTS

() STORM WARNING (GREATER 48KTS) WINDS _____ / _____ KTS GUSTS _____ KTS

=====

() LIGHT TO MODERATE SNOW ADVISORY (LESS THAN 4 INCHES) _____ TO _____ INCHES

() HEAVY SNOW WARNING (4 INCHES OR MORE) _____ TO _____ INCHES

=====

() LIGHT TO MODERATE ICE ADVISORY (LESS THAN 1/4 INCH) _____ TO _____ INCHES

() HEAVY ICE WARNING (1/4 INCH OR MORE) _____ TO _____ INCHES

=====

() HARD FREEZE WARNING (BELOW 20°F OR BELOW 32°F FOR 24 HOURS)

MINIMUM TEMPERATURE _____ °F MINIMUM WIND CHILL FACTOR _____ °F

=====

FORECASTER'S NAME/RANK: _____

=====

** GENERAL AREA = WITHIN 100 MILE RADIUS AND POSSIBLE THREAT TO THE FIELD

*** IMMINENT = WITHIN 30 MILE RADIUS AND EXPECTED TO PASS WITHIN 5 MILES OF THE FIELD

DESTRUCTIVE WEATHER MANUAL

APPENDIX B, TAB B

WEATHER ADVISORY/WARNING CALL SHEET

UNIT/SECTION	DWH PHONE #	AWH PHONE #
Tower	466-2892	466-2892
Ops ODO	466-2233	466-2233
RATCF (Radar)	466-7084	466-7084
VAL	466-2312/2427/2379	466-2312/2427/2379/3232
RAPID Jets	466-4070/4071	466-4070/4071
EOD	466-3432/2977	466-3432
NADEP	464-7999	466-7999
VMR-1	466-5745/4434	466-5745/4434
Crash Crew	466-5295	466-4585/2420/5295
MAG-14	466-5100	466-5100
VMAQ-1	466-6782	466-6782
VMAQ-2	466-6025	466-6025
VMAQ-3	466-2201	466-2201
VMAQ-4	466-4205	466-4205
VMAT-203	466-3151	466-3151
VMA-223	466-2158	466-2158
VMA-231	466-4137	466-4137
VMA-542	466-5008	466-5008
VMGR-252	466-3800	466-3800
VMGRT-253	466-6231	466-6231
VMU-2	466-6412	466-6412
MWSG-27 Ops/Fuels	466-4352/2976	466-4352/2976
Station Ordnance	466-6631/3845	466-3615/3616 (TS only)
MALS-14 Ordnance	466-3031	466-3031
TACC	466-3733	466-7280
Targets- Atlantic field	466-4025/3111	466-2253
Wing Destructive Weather	466-3033	466-3033
MCAS Destructive Weather	466-3580	466-3580
TACTS Center	99-447-7575	99-447-7575
Provost Marshal's Office	466-3615/3616	466-3615/3616
MACS-2	466-2350	466-3998
Wing Chief of Staff	466-4313/4314	466-4313/4314
Station Chief of Staff	466-2849/3051	
AV-8 Simulator	466-6519	466-6519
A-6 Simulator	466-5912	466-5912
C-130 Simulator	466-9040	466-9040
Services	466-6062	466-2762
Base Marinas	466-2762/4874	466-2762/4874
CSSD-21	466-4474	466-4474
Corporal's Course	466-5174	
Rifle Range	466-2156/2683	466-2156/2683
Facilities Maintenance	466-5741	466-5741
Joint Safety Office	466-2730/3994	
Navy Boat Docks	466-3014/3096/3074	466-3014/3096
Audio Visual	466-2905	466-2905
Cedar Creek Pool	466-2168	466-2168
ATC Maintenance	466-5887/2537	466-2650/5057
MCAS Motor Transport	466-2807/2808	
Bogue Field Weather	466-0672/0698	466-0627 (PMO)

DESTRUCTIVE WEATHER MANUAL

UNIT/SECTION	DWH PHONE #	AWH PHONE #
New River Weather	94-752-6322/6828	94-752-6322/6828
Beaufort Weather	94-335-7904/7927	94-335-7904/7927
ATCM COMNAV	466-5057	
RADAR ATCM	466-2650	
VMA 231 ORDNANCE	466-4161	
NADEP ORDNANCE	464-7948/9390	464-7948/9390
MACG-28 HQ	466-3110	
MWCS-28	466-2828	
Naval Hospital	466-0266	
Defense Logistics Agency/DLA	466-4275/5251	

DESTRUCTIVE WEATHER MANUAL

APPENDIX B, TAB C

DESTRUCTIVE WEATHER CONDITION (DWC) OF READINESS CALL SHEET

UNIT/SECTION	DWH PHONE #	AWH PHONE #
Rapid Jets	466-4071/4070	466-4071/4070
MWSG-27 Fuels	466-4352	466-4352
Staion Fuel Div.	466-3153/2976	466-4071/4070
Control Tower	Intercom 14	Intercom 14
RATCF (Radar)	Intercom 15	Intercom 15
Tacc	466-3733	466-4063
ARFF	466-5295/2131	466-2420/2131
VMR-1	466-5745/4434	466-5745/4434
VAL	466-2312/2427	466-2312/2427
EOD	466-3432/2977	466-3432/2977
MAG-14	466-5100/5080	466-5100/5080
NADEP	464-7999	464-7999
Navy Boat Docks	466-3014/3096	466-3014/3096
Station Ordnance	466-6631/3845	466-3615/3616
ATC Maintenance	466-5887/2537	466-2650/5057
Flight Clearance	466-4334/2737	466-4334/2737
Air Ops Duty Officer	Hand Deliver	
MCAS Destructive WX	466-2343/5616	466-2838/3200 (MCAS OOD)
Wing Destructive WX	466-3695/5101	466-3695/5101
Wing Chief Of Staff	466-4313/4314	466-4313/4314
Mals-14 Ordnance	466-2533/5817/3134	466-2533/5817/3134
Targets Atlantic Field	466-4025/3111/2253	466-4025/3111/2253/3217
Tacts Center	466-4295/2885	466-4295/2995
AV-8B Simulator	466-6519/9032	466-6519/9032
EA-6B Simulator	466-5912/9397	466-5912
C-130 Simulator	466-9040	466-9040
Bogue Field WX	466-0671/0672	466-0627 (PMO)
New River WX	94-752-6322	94-752-6322
Beaufort WX	94-335-7904	94-335-7904/7927
NAMTRADET	466-5105	
MAG-14	466-5100/5080	466-5100/5080
MACG-28	466-5028/5906	466-5028/5906
MWSG-27	466-5694/5695	
Havelock Public Safety	99-447-1111	99-447-1111
Craven County Offc. Of Disaster Preparedness	99-636-6608	99-636-6620 (Sheriff)
Weather Service	466-2761/4442	
Staff Sec	466-3051/2840	
Dir Facilities	466-2832	
Dir Ops	466-2343/3580	
2d MAW G-6	466-6197/4354/2369	
PMO	466-4366/2750/3615	
H&HS	466-3200	
VMR-1	466-5745/4334	
Fac Maint.	466-5741/3807	
Dir Supply	466-2245/3047	
Naval Hospital	466-0266	
2D MAW G-3	466-5101/3695/3033	
2D MAW G-4	466-3400/2833	

DESTRUCTIVE WEATHER MANUAL

Motor Transport	466-3502/5949/2807	
Chaplain	466-4000/4003	
Dir Manpower	466-3871/3695/4142	
Comptroller	466-3658/4924	
Training Dept	466-2347/5299	
MCAS Adjutant	466-4054	
RSU	466-4610/4611	
CSSD-21	466-2130/2120/4474	
JPAO	466-5279/4241	
MCAS Safety	466-2730/3578	
Morehead Navy Port Group	726-5167/1967	727-4900
NAVAVNDEPOT	464-7020/7999	
MAG 31 OPS	94-335-6387/7321	94-335-5100/5838
MAG 26 OPS	94-752-6126	94-752-6126
MAG 29 OPS	94-752-6345	94-752-6345
MWHS-2 OPS	466-3080	466-3145
PUBLIC AFFAIRS	466-5562	
MCAS G-6 OPS	466-4800/4301	466-4800/4301
NAVAL HOSPITAL	466-0266	
STATION INSPECTOR	466-4051/2019	
MACG-28 OPS	466-3955/4346	
MWSG-27 OPS	466-2224/2953	
Defense Logistics Agency/DLA	466-4275/5251	

DESTRUCTIVE WEATHER MANUAL

Appendix C

2D MAW REQUIREMENTS ESTIMATE

Trailer mounted generators to the following locations:

- (1) 7 Day Troop Store, Bldg. 293
- (1) The Dirty Shame, Bldg. 3570
- (2) Emergency Shelter 3, Marine Dome, Bldg. 287
- (1) Emergency Shelter 5, Havelock Middle School (if activated)

Note: Coordinate generator placement with MCAS Facilities Maintenance Operations at DSN 582-2832/3548.

M1043/1044 HMMWV, without drivers, to the following locations:

- (2) PMO, Bldg. 294

M1043/1044 HMMWV, with driver, to the following locations:

- (1) EOC, Bldg. 299 (This will become CO MCAS Cherry Point vehicle upon request.)

7-Ton MTRV, with driver, to the following locations:

- (2) PMO, Bldg. 294
- (1) Emergency Operations Center (EOC), Bldg. 299
- (1) On call to report to the EOC, Bldg. 299
- (2) DCP OIC, Cherry Tree House, Bldg. 4144
- (1) Shelter 1, Cherry Tree House, Bldg. 4144
- (2) Each Emergency Shelter (if activated)
 - a. Shelter 2, Havelock Senior High School
 - b. Shelter 3, Marine Dome, Bldg. 287
 - c. Shelter 4, Arthur Edwards Elementary School
 - d. Shelter 5, Havelock Middle School

M997 Ambulance, with driver, to the following locations:

- (1) Naval Hospital Emergency Room
- (1) Slocum Fire Station

M149 Water Bull to the following locations:

- (1) Each at following barracks: 3742, 4166, 4167, 4168, 4169, 4199, 4200, 4201, 4294, 4295, 4296, 4311, 4312
- (1) PMO, Bldg. 294,
- (1) Cherry Point Main Gate
Cherry Tree House, Bldg. 4144
- (2) Naval Hospital, Bldg. 4389
- (2) Mess Hall, Bldg. 3451

DESTRUCTIVE WEATHER MANUAL

2D MAW should be prepared to provide the following additional support through the G4 rep in the EOC:

1. Tactical engineering assets during the Recover Phase (DWC-I(R)) to the EOC as required.
2. Tactical refueling support to VMR-1 ISO recovery and rescue operations.
3. Additional transportation assts during the recover phase as required by the EOC.
4. Provide tents in the event of extended recovery operations or extensive damage to base structures.

DESTRUCTIVE WEATHER MANUAL

APPENDIX D

HANGAR WIND LOAD SUMMARY

Note: Most of the following information taken from Design Load Summary Report, compiled by Thompson Gordon Shook Engineers, June 1989. All information is based on "AS-BUILT". (08 JUNE 2005, Philip Fisher)

<u>HANGAR</u>	<u>BUILT</u>	<u>WIND SPEED DESIGN FOR HANGAR</u>
130 (EA-6B)	1942	None provided. USE 95 mph (83 kts) (roof live load = 25psf)
130 Addition	1965	95 mph (83 kts)
131 (VMR-1)	1942	None provided. USE 95 mph (83 kts) (roof live load = 25psf)
131 Addition	1969	115 mph (100 kts)
137 (NADEP Rework Hangar)	1942	None provided. USE 100 mph (87 kts) (roof live load = 30psf)
245 (NADEP Final Finish Hangar)	1956	108 mph (94 kts)
250 (KC-130)	1952	90 mph (78 kts)
1664/1665 (AV8B)	1958	108 mph (94 kts)
1665 LINK	1988	115 mph (100 kts)(between the two office areas)
1666/1667 (AV8B)	1958	108 mph (94 kts)
1667 LINK	1989	115 mph (100 kts)(between the two office areas)
1700 (EA-6B)	1962	100 mph (87 kts)
1701 (EA-6B)	1962	100 mph (87 kts)
3998 (AV8B)	1983	115 mph (100 kts)
4224 (NADEP Rework Hangar)	1988	115 mph (100 kts)
133 (NADEP Rework Hangar)		80 mph (70 kts)
AV8B Dehumidified Storage Hangar		125 mph (108 kts)

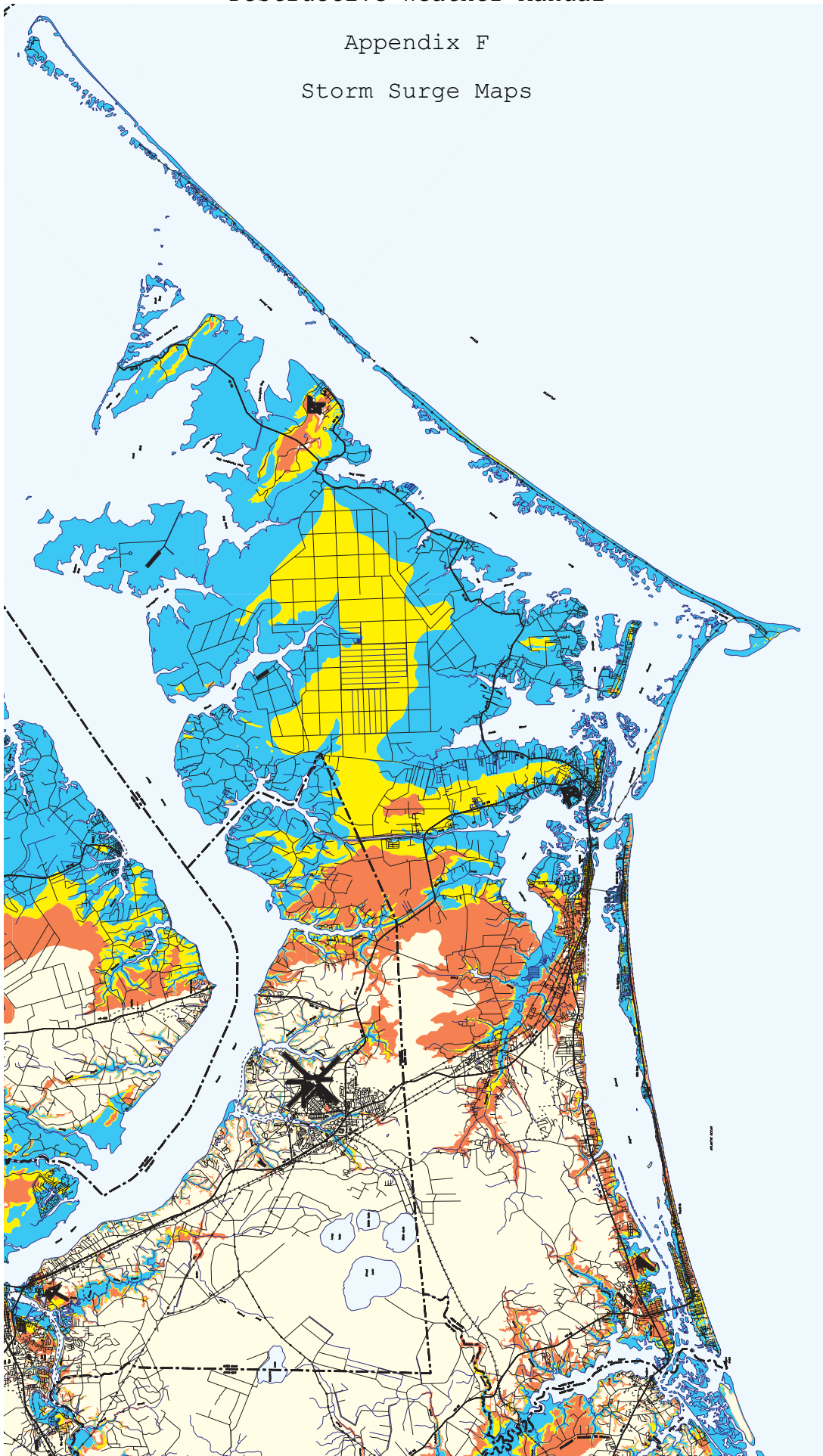
WIND SPEED DESIGN FOR HANGER DOORS - There is no data to specifically address hangar doors. Assume door design meets same design wind load as hangar.

MCAS New River - Aircraft hangars are rated at 95-100 mph.

DESTRUCTIVE WEATHER CONDITION DECISION MATRIX									
TIME ORIENTED									
DWC	AIRFIELD	RANGES	AIRCRAFT	FACILITIES	SHELTERS	PERS	COMM	POWER	LIBERTY
V(96 HRS)	NORMAL OPS	NORMAL OPS	NORMAL OPS	NORMAL OPS	SUPPLY BLOCK INVENTORY	NORMAL OPS	NORMAL OPS	NORMAL OPS	NORMAL OPS
IV(72HRS)	NORMAL OPS	NORMAL OPS	NORMAL OPS	NORMAL OPS	SUPPLY BLOCK INVENTORY	NORMAL OPS	NORMAL OPS	NORMAL OPS	NORMAL OPS
III(48HRS)	NORMAL OPS	LIMITED OPS PRESTAGE EQUIP FOR RETROGRADE	EVAC PLANNING	NORMAL OPS	PRESTAGE LOGISTICS/ ROSTER CHECK	NORMAL OPS	NORMAL OPS	STAGE FUEL & TEST COORD DEPLOY OF 2DMAW GENS	NORMAL OPS
II(24HRS)	NORMAL OPS	CLOSED RETROGRADE PERS & EQUIP	EXEC EVAC PLAN	PREP FOR CLOSURE	OP READY OPEN ON CALL	ID NON- ESSENTIAL PERSONS	NORMAL OPS	DEPLOY 2DMAW GENS OP CHECK ALL AUX POWER	REVIEW
I(12HRS)	LIMITED OPS	CLOSED RETROGRADE PERS & EQUIP	EXEC EVAC PLAN	SELECTIVE CLOSURE COMMISSARY; 7- DAY STORE; MESSHALL OPEN	OPEN	RELEASE NON- ESS PERSONS	OP READY	OP READY	BASE LIBERTY
EVENT ORIENTED									
DWC	AIRFIELD	RANGES	AIRCRAFT	FACILITIES	SHELTERS	PERS	COMM	POWER	LIBERTY
IC(6HRS)	LIMITED OPS	CLOSED RETROGRADE PERS & EQUIP	LIMITED OPS	CLOSED EXCEPT FOR MESSHALL	OPEN	RELEASE NON- ESS PERSONS	OP READY	PHASED SHUTDOWN OF POWER GRID	SECURE
IE (EMERGENCY)	CLOSED	CLOSED	N/A	CLOSED	OPEN	DUTY STANDERS ONLY	OP READY	PHASED SHUTDOWN OF POWER GRID	SECURE
IR (RECOVERY)	OPEN WHEN ABLE	OPEN WHEN ABLE/REPAIR OPS	RECOVER	OPEN WHEN ABLE (ESSENTIAL ONLY)	SELECTIVE CLOSURE	MUSTER & ACCOUNT FOR/ RECOVER KEY PERS	PHASED OPS & SHUTDOWN	RECOVERY	BASE LIBERTY

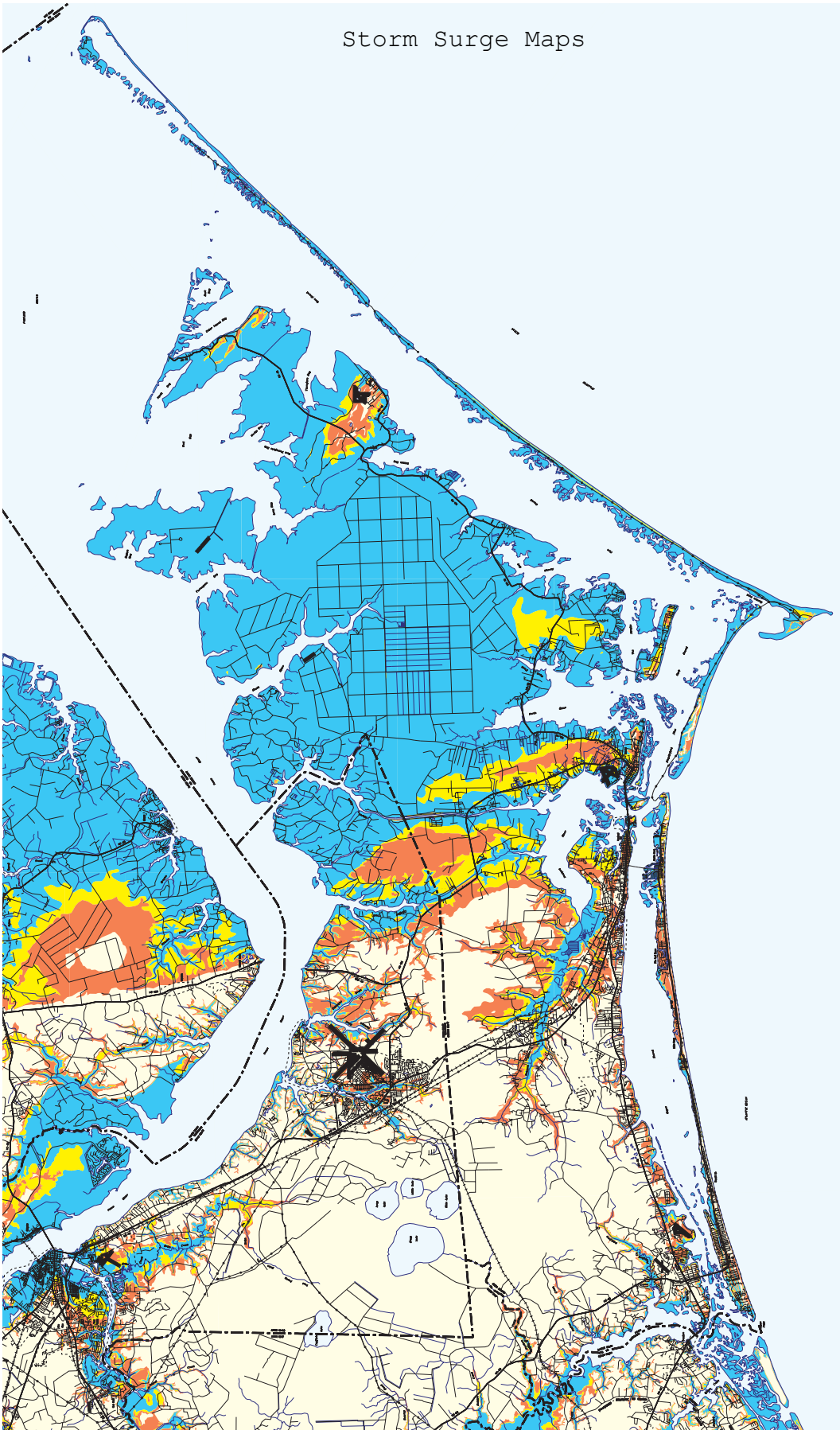
Appendix F

Storm Surge Maps



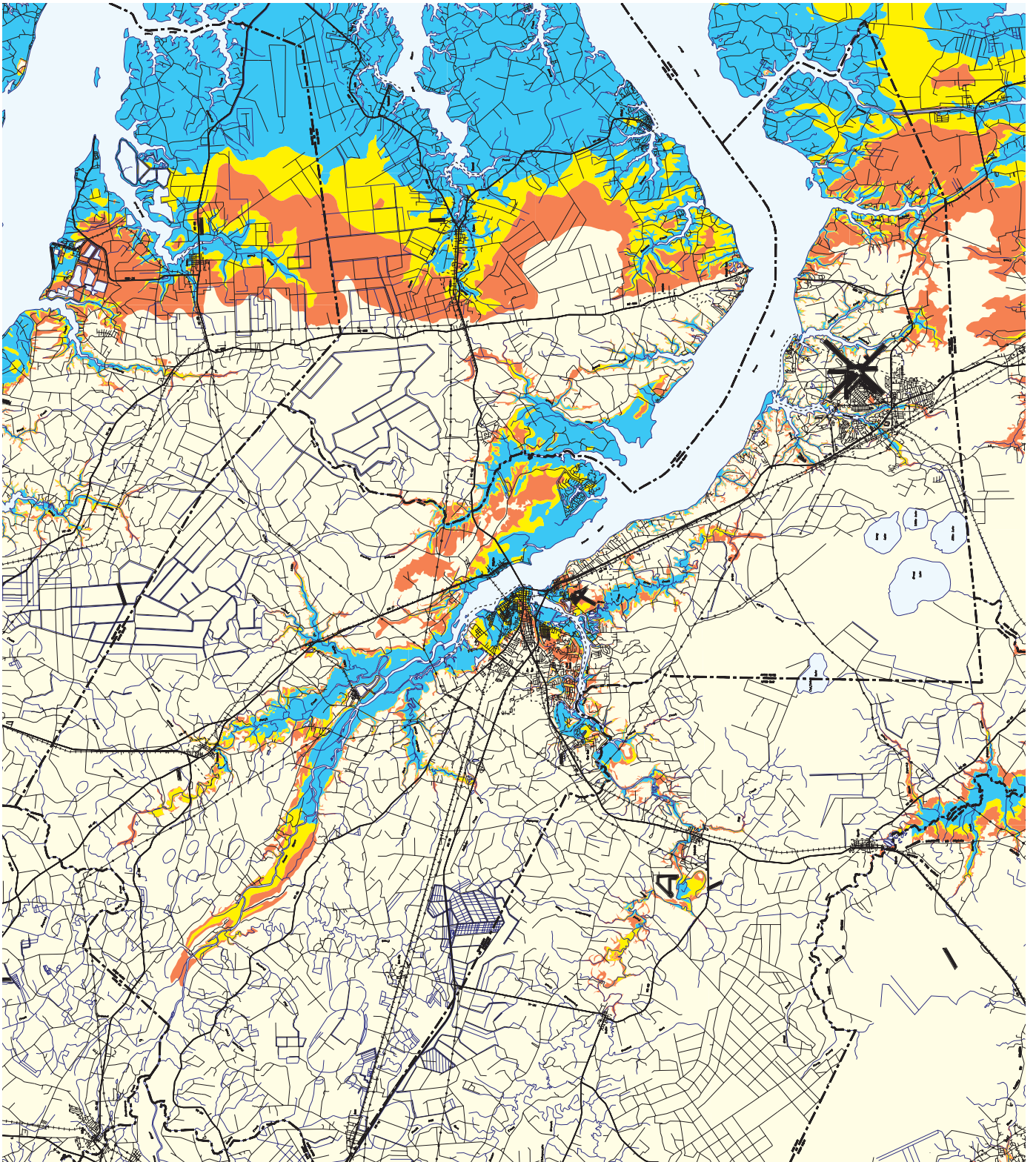
Appendix F

Storm Surge Maps



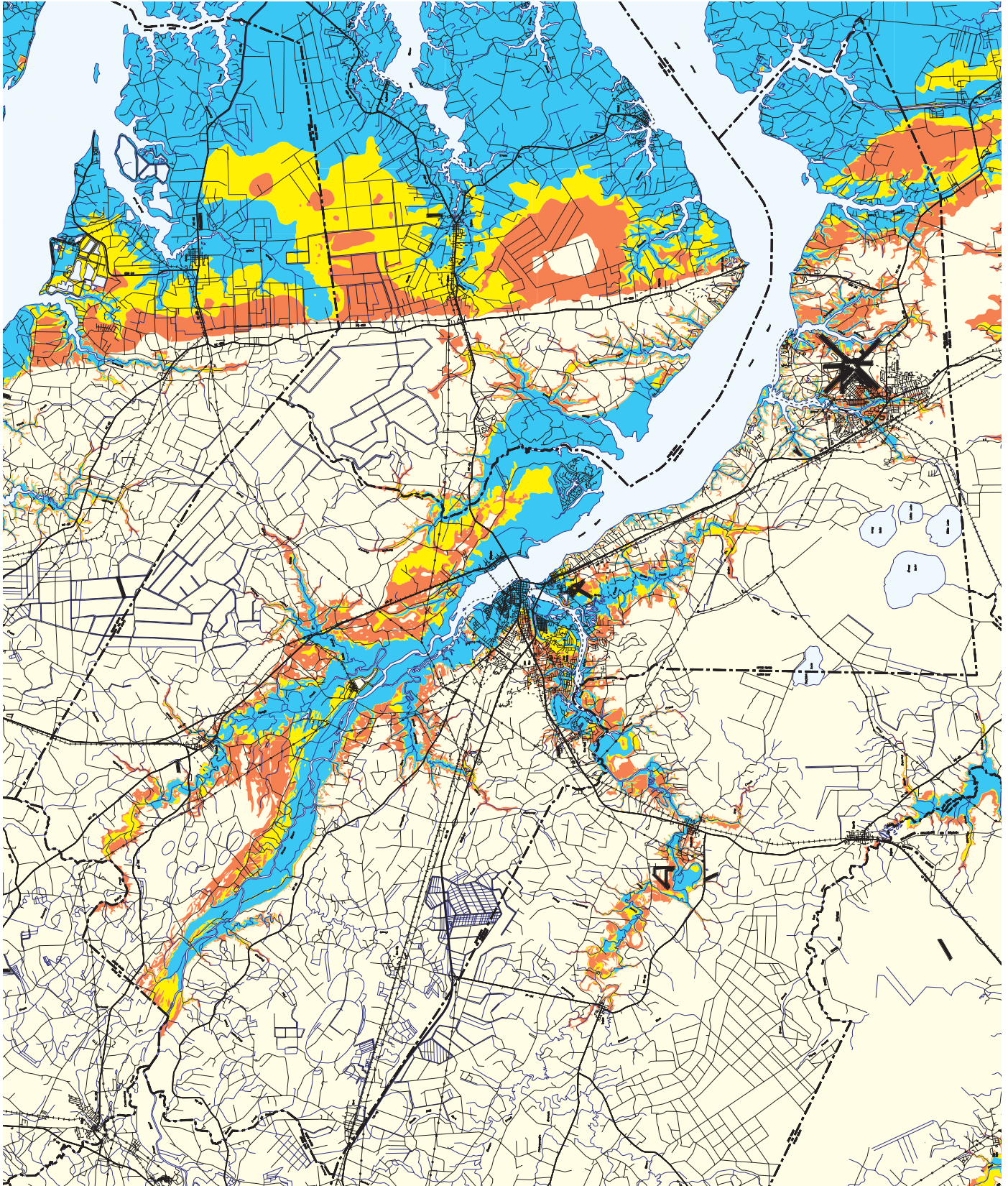
Appendix F

Storm Surge Maps

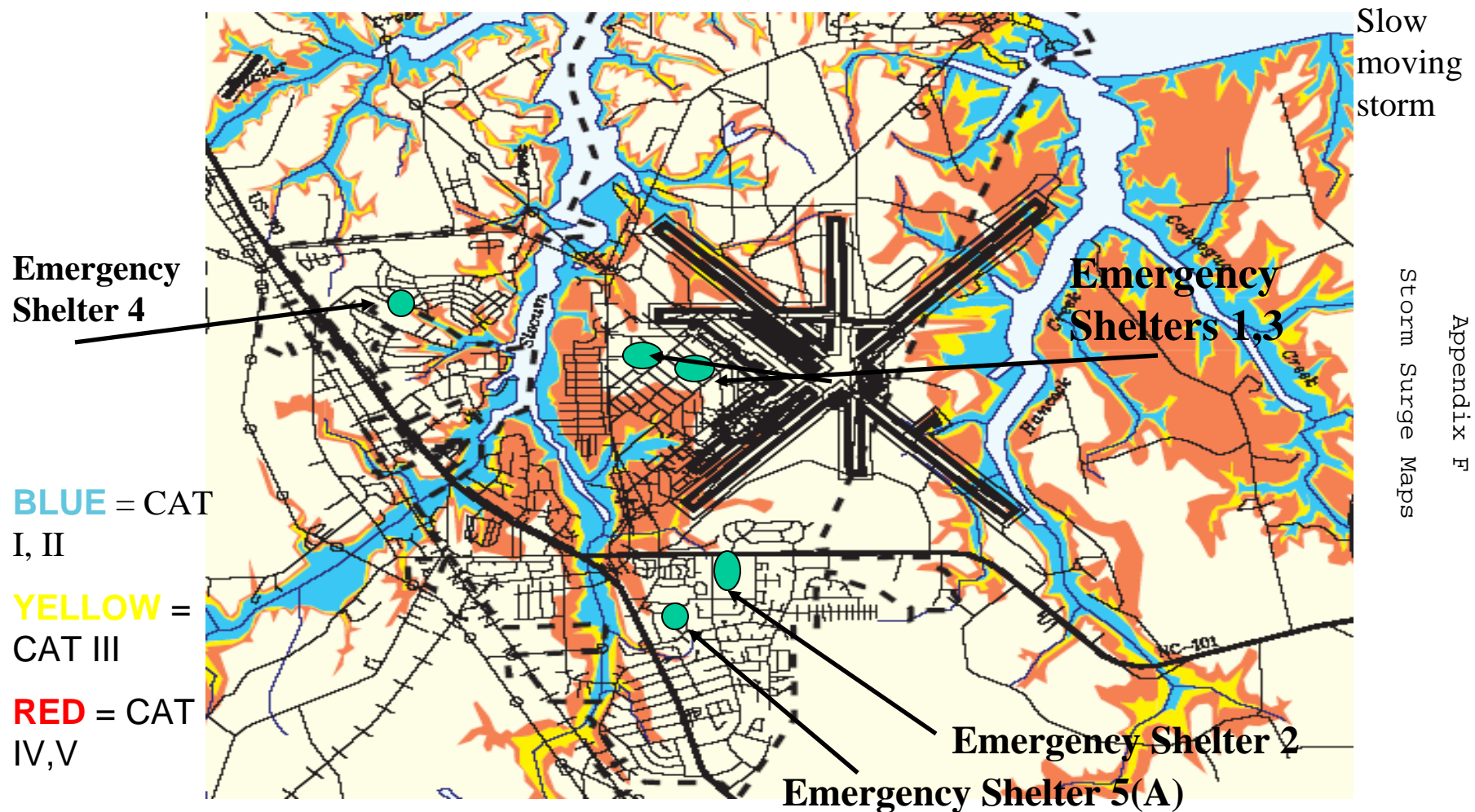


Appendix F

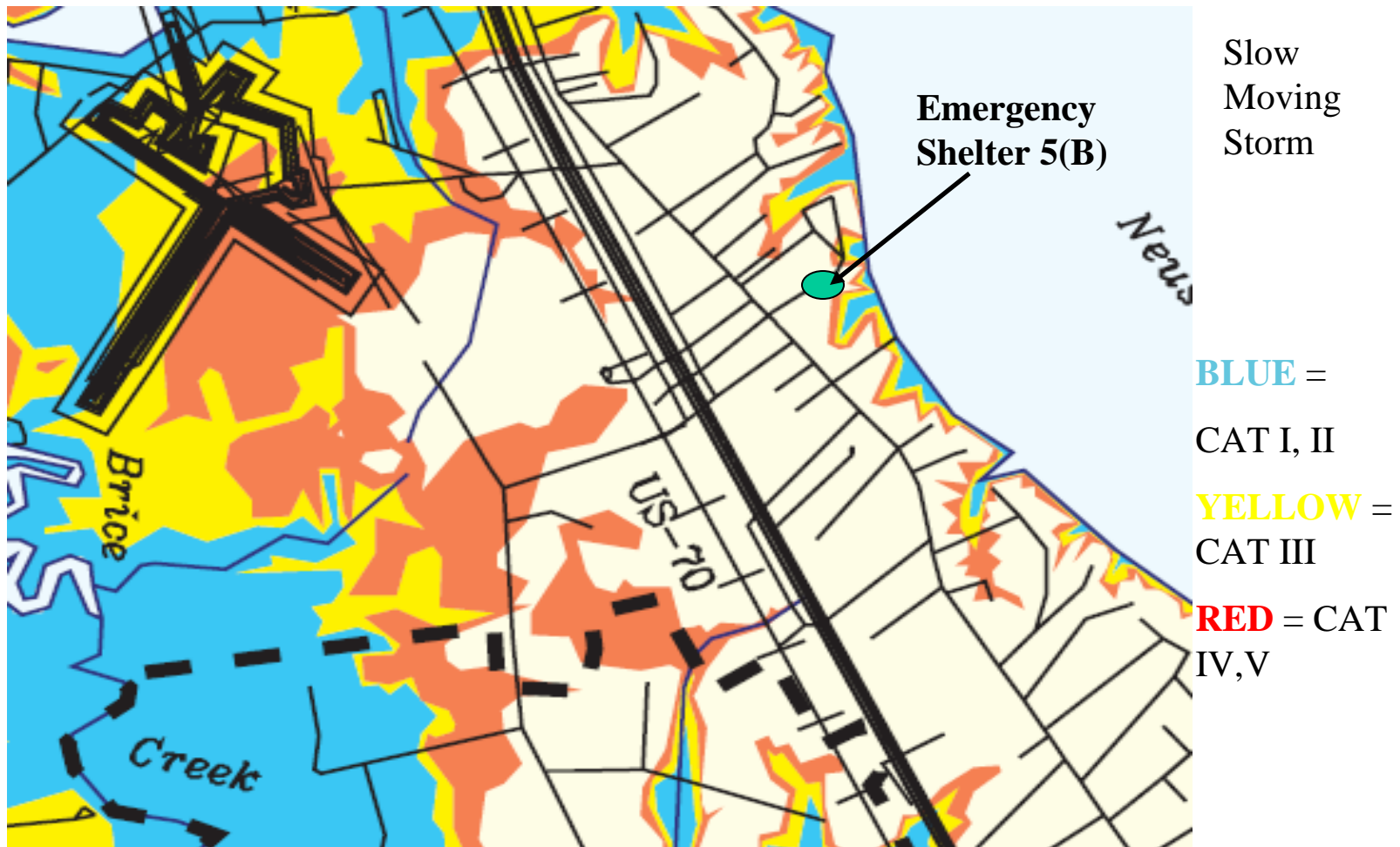
Storm Surge Maps



Emergency Shelters 1,2,3,4,5(A) Storm Surge Map



Emergency Shelter 5 (B) Storm Surge Map



MCAS Cherry Point Storm Surge Map

General, Fast Moving Storm



DESTRUCTIVE WEATHER MANUAL

APPENDIX G

TASKS CHECKLIST

1. General. This Appendix identifies the common and specific tasks to be completed by the responsible party as the various Destructive Weather Conditions (DWC) are set. These tasks are divided into preparation and response to the approaching destructive weather, and they continue to highlight tasks for recovery and restoration after stand-down from the weather conditions.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB A

DESTRUCTIVE WEATHER CONDITION V (DWC V)(01 JUN - 30 NOV)

Unit

Task

All Sections

MCAS Cherry Point will be in DWC V from 01 June until 30 November annually. The setting of this condition initiates seasonal preparation for tropical cyclones. All commands and tenant units are required to:

- Review all destructive weather directives and SOPs and prepare to execute.
- Update status reports on facilities, equipment, and team readiness in preparation for destructive weather conditions.
- Ensure non-tactical communications are on-hand, functional, and personnel are educated on their use.
- MCAS Cherry Point and II MAW should review civilian and military personnel requirements for various destructive weather situations.

MCAS A/CS G-1

- Coordinate with the Commanding Officers of HQHQRON and VMR-1 for assignment of the Emergency Shelter Teams, Damage Control Party, Hangaring Officers, and clerks in accordance with paragraphs 3018 and 3019 of this Manual. Provide this information to EOC OIC and update name/recall numbers monthly during destructive weather season.
- Be prepared to provide Serious Incident Reports (SIRs) and other reports per reference (d) to Commandant of the Marine Corps as directed.
- Be prepared to provide casualty assistance and reporting support as required.

CO, HQHQRON

- Provide to MCAS A/CS G-1 a current recall roster for Shelter Teams 1 through 4. (See Appendix I, Tab B for Shelter staff T/O).

DESTRUCTIVE WEATHER MANUAL

- Provide to MCAS A/CS G-1 a current recall roster for 30 personnel for a Damage Control Party (DCP).
- Be prepared to provide clerks and 30 personnel to augment PMO.

CO, VMR-1

- Provide to MCAS A/CS G-1 a current recall roster for Shelter Team 5. (See Appendix I, Tab B for Shelter staff T/O).
- Identify a Hangaring Officer to MCAS A/CS G-1.

CO, Naval Hospital

- Review Medical Support Plan.

Facilities Director

- Review Auxiliary Generator Plan.
- Order critical inventory items in anticipation of destructive weather.
- Deliver shelter supply blocks annually.

JPAO

- Prepare news releases in general draft for destructive weather info.

EOC Staff

- Disseminate the setting of DWC V.
- Ensure receipt of assignment of the Emergency Shelter Teams I - V, Damage Control Party, Hangaring Officers, clerks from MCAS A/CS G-1, and the auxiliary generator list from Facilities Director.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB B

DESTRUCTIVE WEATHER CONDITION IV (DWC IV)(72 Hours)

Unit

Task

ALL Sections

Activities aboard the MCAS Cherry Point and adjoining area will continue without substantial operational or service interruption. All area commands, key staff, and tenant units will continue progressive actions toward preparing facilities, buildings, equipment, material, and personnel against the affects of destructive weather. Tenant commands and key staff are to:

- Inspect and prepare to issue foul weather gear, potable water, water buffalos, and generators.
- Inspect for broken window screens, doors; repair discrepancies.
- Install tie-downs on temporary buildings.
- Review destructive weather plans with particular attention to recall rosters.
- Report the setting of DWC IV when actions complete to appropriate Destructive Weather Officer/Duty Officer (see paragraph 9000.1).

EOC Staff

- Notify units to set DWC IV.
- On order, EOC staff meets.
- Maintain a chronological record of all significant events upon activation of the EOC.
- Determine appropriate courses of action based on the projected damage assessment, evacuation of high-risk areas, and scale of evacuation for:
 - The closing of non-essential base facilities and services as required.

DESTRUCTIVE WEATHER MANUAL

- The securing of non-emergency civilian and military personnel as required (done in conjunction with AC/S Manpower).
- The opening and closing of Emergency Shelters as required.
- The support capabilities for recovery operations as required (done in conjunction with the Director of Facilities).
- Submit reports to MCIEAST, II MEF, and HQMC as required.
- Coordinate requests for assistance from local, state, and regional agencies with MCIEAST and II MEF.
- Be prepared to provide Navy Boat Crew Support to destructive weather emergency management operations.
- Coordinate with the JPAO for the preparation and release of all destructive weather media releases.
- Coordinate the completion and turn-in of reports required as a result of the destructive weather.

Facilities Director

- Be prepared to coordinate the distribution and repair of generators as contained in Appendix A.
- Maintain motor transport assets in readiness for immediate use.
- Update and prepare to implement the:
 - Emergency Power Plan. This plan includes the controlled shut down of utilities prior to the onset of destructive weather in addition to generator requirements, generator refueling and maintenance requirements.
 - Emergency Debris Management Plan. This plan includes local trash management, securing of dumpsters, and securing of construction site materials.
 - In conjunction with 2D MAW A/CS G-4, coordinate the development and execution of the Emergency Fresh Water and Sanitation Plan.
 - Temporary Housing Plan (Evacuee Plan) to include Post-Destructive Weather housing options.

DESTRUCTIVE WEATHER MANUAL

- Facility and Utility Recovery Plan. Including facility and utility restoration, augmentation by tactical units, equipment, and personnel.
- Post Storm Recovery and Clean-up Plan. Include assigned areas of clean-up responsibility.
- Provide the EOC and Facilities Maintenance Officer with the auxiliary generator list, generator location, and primary/alternate points of contact to gain access to and have generators connected.

2D MAW A/CS G-4

- Provide a liaison officer to the EOC when it is activated.
- Be prepared to provide support to damage assessment and damage recovery teams as directed.
- Compile a list of generators, material handling equipment and motor transport equipment available from 2D MAW units, and provide to the MCAS Cherry Point Facilities Maintenance Dept.
- Coordinated 2D MAW ground equipment (i.e., motor transport, engineering, communications) support missions as appropriate.
- All civilian agency requests that involve 2D MAW assets must be approved by MCIEAST.
- Upon request, provide the tactical equipment listed in Appendix XX.
- Coordinate the development of the Emergency Food and Messing Plan in conjunction with MCAS Supply Directorate.
- In conjunction with MCAS Facilities Directorate, coordinate the development and execution of the Emergency Fresh Water and Sanitation Plan.
- Develop, maintain, and implement as required, the Emergency Relief Supply Storage and Distribution Plan.

MCAS Supply Directorate

- Execute the Destructive Weather MRE Plan as per chapter 7 of this order.

DESTRUCTIVE WEATHER MANUAL

JPAO

- Release appropriate destructive weather info via all available media.

AC/S G-6

- Coordinate the update of Communications and Info Data Systems Plan for destructive weather.

A/CS MCCA

- Be prepared to secure MCCA activities as required and to keep some activities open as directed by the EOC (i.e. 7 day stores).

Joint Hangaring Officers

- Complete Hangaring Plan. Submit to CG 2D MAW, Group, Squadrons, and EOC staff.

Aerial Surface Targets Officer

- Ensure the destructive weather readiness of MCOLF Atlantic, BT-9, BT-11, including boats, personnel, equipment, and facilities.
- Be prepared to provide any required Navy Boat Crew Support to destructive weather emergency management operations.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB C

DESTRUCTIVE WEATHER CONDITION III (DWC III)(48 Hours)

Unit

Task

All Sections

Progressive storm preparation continues. At a minimum, in addition to the requirements of previous DWCs, area commands, key staff and tenant units are required to:

- Secure all loose and potentially loose items such as signs per the guidance contained in unit SOPs.
- Verify the inventory of emergency supply blocks.
- Fill water cans and preposition supply blocks as appropriate.
- Complete emergency repairs to buildings.
- Prepare supplies, file all classified material for best protection from high winds and waters.
- Vehicles have assigned drivers, including relief drivers, ready for dispatch.
- Review plans for aircraft evacuation.
- Coordinate with the Facilities Directorate for proper disposition of hazardous material and sites.
- Coordinate with the Facilities Directorate for the provision of generator support as identified in Appendix A and B.
- Coordinate with Facilities Directorate and the EOC for the provision of tactical asset support.
- Coordinate with the Supply Directorate for the possible provision of military mess men as required to augment civilian Mess Hall contractors.
- Coordinate with AC/S G-6 for the provision of communications and information systems, supplies and operators as required.
- Make preparations for a Disaster Management Team.

DESTRUCTIVE WEATHER MANUAL

- Place personnel, equipment, assets, material and supplies required for destructive weather emergency management operations on stand-by to deploy on order from the EOC.
- Be prepared to secure and evacuate all temporary facilities.
- Report MRE requirements per this Manual to Supply Directorate. Station and independent units report number of personnel requiring emergency rations to the EOC. 2D MAW units report number of personnel requiring emergency rations through their respective Groups to AS/C G4.
- Education sites and day care facilities shall prepare to close on order.
- Report the setting of DWC III to the EOC.

Director of Operations

- Stand up the EOC in total to serve as the CO's Command and Control facility for the situation.

EOC Staff/Dir of Ops

- Notify units to set DWC III.
- EOC activated (if not previously done). Clerks, 2D MAW G-4 liaison, Facility, Fire, and PMO reps report.
- EOC watches set.
- Receive generator plan and sand location from Facilities Directorate.
- Coordinate with Naval hospital to ensure preparedness.
- Review plans for aircraft evacuation.
- Foul weather gear issued for EOC staff by Supply Directorate.
- Brief Shelter OICs, Damage Control Team Leader, MCAS Chaplain, and medical teams.
- Coordinate with 2D MAW G-6 for the set up and operational check of emergency communications equipment.

DESTRUCTIVE WEATHER MANUAL

- Coordinate with MCAS AC/S G-1 a timetable for the closing of Base education site and daycare center, as well as a time to release non-emergency civilian and military personnel.

Director of Facilities

- Provide generator list, generator location and primary/alternate points of contact for generator access to the EOC.
- Prepare to set up Emergency Shelters.
- Prepare and submit to the EOC a list of auxiliary electrical power generators available in the FMD for deployment to the locations. Provide a copy to the MCAS Motor Transport Officer.
- Request from the 2D MAW A/CS G-4 a list of auxiliary electrical power generators to be provided by 2D MAW to supplement those available in the FMD.
- Station Motor Transport Officer will dispatch the duty section to assist Facilities Maintenance.
- The permanently installed generators, except the TACAN installation, will be started and checked for proper operation.
- Activate Maintenance Response and Recovery Teams.
- Implement Emergency Power Plan.
- Be prepared to support evacuation of designated areas as directed by EOC.
- Ensure execution of trash removal.
- Be prepared to dispatch motor transport assets in support of EOC.
- Implement tactical asset support plan.
- Establish FMD CP in Bldg. 87 to be manned continually on order from EOC.
- Identify and report to EOC a source of sand for sandbags.

DESTRUCTIVE WEATHER MANUAL

PMO

- Be prepared to support emergency traffic flow during evacuation.
- Coordinate as required to develop, maintain, and implement the Emergency Traffic Management Plan.
- Coordinate as required to develop, maintain, and implement an Emergency Service Plan.
- Be prepared to broadcast destructive weather warnings/instructions by vehicle public address system in base housing areas as requested by the JPAO and/or EOC.
- Provide a member to the destructive weather staff in the EOC.
- Notify the EOC of damage and current or potential emergency situations. Coordinate closely with the EOC regarding gate status.

Fire Chief

- Coordinate as required to develop, maintain, and implement an Emergency Fire Plan.
- Report all fires and injuries resulting from the destructive weather to the EOC.
- Provide a member to the destructive weather staff in the EOC.
- Provide a boat for emergency response and personnel transport in the event of flooding on-board Cherry Point.

AC/S G-1

- Recommend timetable for the closing of Base education site and daycare center. Recommend a time to release non-emergency civilian and military personnel.

A/CS MCCA

- Be prepared to secure the Marinas, recreational areas, campground, etc.
- Be prepared to secure the Exchange, food and hospitality, Seven Day Store, gym, pools, Devil Dog Gym as required.

DESTRUCTIVE WEATHER MANUAL

- Be prepared to provide MCCA equipment and personnel to support emergency shelters and other operations as required.

OIC of Emergency Shelters

- Report to EOC for briefing.
- Prepare to setup Emergency Shelters on command of EOC. Coordinate emergency shelter rations, MREs, supplies, equipment, generators, and manning as required.
- Brief Shelter Teams.

Naval Hospital

- Be prepared to close area medical and dental facilities.

JPAO

- Release appropriate destructive weather info via all available media.

CO, HQHQRON

- Damage Control Party Team Leader report to EOC for briefing.
- Shelter Teams, Damage Control Party on standby for briefings.
- Clerk report to EOC for duty.

CO, VMR-1

- Shelter team on standby for briefing.

Standardization and Safety Officer

- Ground Safety Officers tour station for potentially hazardous situations once units are notified DWC III is to be set.

MCAS Supply Directorate

- Fill two 2000-gallon capacity refueler trucks, one with diesel fuel and one with gasoline for emergency refueling of equipment, emergency vehicles, and permanently installed generators. Ensure drivers have comprehensive instructions and maps necessary to locate all refueling stops including installed and portable auxiliary electrical generators.

DESTRUCTIVE WEATHER MANUAL

- Maintain duty drivers for immediate emerging requirements.
- Dispatch the duty section to assist Facilities Maintenance.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB D

Destructive Weather Condition II (DWC II)(24 Hours)

Unit

Task

All Sections

Preparation will begin to close all non-essential activities. At a minimum, in addition to the requirements of previous DWCs, all area commands, key staff, and tenant units are required to:

- Prepare hangars for maximum hangaring of aircraft.
- Make detailed inspection of all areas and buildings. Attempt to minimize damage from wind and water.
- Secure all field training/rifle range training.
- Receive, prepare and distribute tactical assets as agreed to in local SOPs.
- Tactical vehicles dispatched as directed by EOC.
- Receive and set up tactical communication equipment and/or personnel as contained in this Manual.
- Operationally check all communication nets as contained in this Manual.
- Be prepared to release non-essential civilian and military personnel as directed.
- Draw MREs as directed by the EOC.
- Install storm windows, if available (Bldg. 198, 299; GOQs 316, 317, 318, SNCO Club, Officer's Club, and Cherry Tree). Board up large windows. Close curtains or blinds, if installed.
- Evacuate or hangar aircraft and equipment when directed by proper authority. Report to EOC when complete.
- Empty full trash bins.
- Remove signs and debris. Tie down or cover equipment.

DESTRUCTIVE WEATHER MANUAL

- Liberty will remain at discretion of Group/Squadron Commanders and Directorate heads.
- Report the setting of DWC II to the EOC when complete.

EOC Staff/Dir of Ops

- Notify units to set DWC II.
- EOC is manned on a 24-hour basis.
- Standup 30 person DCP at Cherry Tree House. Identify a source of sand to team leader.
- Dispatch appropriate tactical vehicles.

Director of Facilities

- Ensure completion of the Emergency Power Plan.
- Double throw switch generators started.
- Stand by to man FMD CP continuous basis when directed by EOC.
- Position two refrigerators at the Cherry Tree House and any other center activated by EOC.
- Position and check emergency generators with operators.
- FMD shall load one step-van with rigging gear, i.e., blocks and tackles, ropes, jacks, pinch bars, in order to facilitate emplacement of backup generators. This vehicle will be parked adjacent to the machine shop.
- All FMD personnel will report for duty during normal working hours. Outside of normal working hours, the FMD recall plan will be utilized as required. The EOC/FMD cell must be provided with accurate recall/precedence lists.
- FMD shall establish and maintain full water storage until destructive weather conditions are relieved.
- Emergency water provisions and distribution plans will be promulgated to the EOC for execution, if required. Highest priority will go to the Naval Hospital.
- A source of sand for sandbags will be identified and reported to the EOC.

DESTRUCTIVE WEATHER MANUAL

- Man Facilities Maintenance Command Post.

2D MAW G-4

- Dispatch tactical vehicles listed in Appendix YY.
- Evacuate or hangar aircraft and equipment when directed by proper authority.

Director of Supply

- Distribute MRE blocks as required.

AC/S G-6

- Implement the Communications and Information Systems Plan.

A/CS MCCS

- Provide EOC with timetable for closure and hours of operation of MCCS activities to remain open.

Naval Hospital

- Provide medical support to shelters.

Command Chaplain

- Deploy chaplain and service support upon Emergency Shelter openings and as otherwise directed by EOC.

CO, HQHQRON

- Have DCP Team Leader contact EOC for briefing.
- Be prepared to provide 30 personnel for security augmentation to PMO for assistance in traffic management and security for key facilities.

JPAO

- Release appropriate destructive weather info via all available media.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB E

DESTRUCTIVE WEATHER CONDITION I (DWC I)(12 Hours)

Unit

Task

All Sections

MCAS Cherry Point will commence selective closing of activities, facilities, and services. At a minimum, in addition to the requirements of previous DWCs, all Cherry Point area commands, key staff, and tenant units are required to:

- Release all non-emergency civilian and military personnel at the discretion of the Directorates.
- Ensure the completion of all preparations and staging of equipment, material, and personnel.
- Restrict military personnel to base liberty.
- Verify the status of Disaster Management Teams.
- Coordinate with 2D MAW G-6 to replace antennas with whip antennas.
- Report the setting of DWC I to the EOC.

EOC Staff/Dir of Ops

- Notify units to set DWC I.
- Direct the closing of nonessential base facilities.
- Direct commanders to secure nonessential civilian and military personnel.
- Direct the opening of Emergency Shelters.
- Dispatch liaison person to Civil Disaster Preparedness Office, New Bern as required.
- Make every effort to keep the Commissary/Seven Day Troop Store open until the last possible minute.

DESTRUCTIVE WEATHER MANUAL

Director of Facilities

- Continue to provide meals during regularly scheduled meal periods or according to a schedule as modified by the EOC until loss of steam, water, electricity or damage forces closure.
- Continue to support auxiliary generators as required.
- Based on conditions, consider taking down electrical grid before destructive weather hits.
- Have Emergency Repair and Response Team standing by damage support.
- Coordinate with the DECA officer to close the commissary as directed by the EOC.

Naval Hospital

- Provide medical support to the emergency management structure as required. Provide corpsman to the Emergency Shelters and other locations as directed in this order.

PMO

- Strictly enforce the evacuation and restriction of designated areas as directed by EOC.
- Close the Slocum gate.

AC/S G-6

- Maintain the essential communications network as directed in this order.
- Replace wiring antennas on communications equipment with whip antennas as appropriate.

MCCS Director

- Secure all nonessential MCCS activities, facilities, and services except for specific fitness centers and exchange activities.

Emergency Shelters

- Open facilities to the public.

DWC I (12 hours)

Aerial Surface Targets Officer

- Brief the availability of Navy Boat Crew support to the EOC.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB F

DESTRUCTIVE WEATHER CONDITON IC (DWC I(C))(6 Hours)

Unit

Task

All Sections

A specific destructive weather system is forecast to affect the Cherry Point area within six hours. Take the following action:

- Close the Base to all incoming traffic except base residents and essential personnel.
- Secure all activities, facilities, and services except those in support of urgent military or civil assistance missions. Essential activities to continue include: emergency facilities and services, damage control centers and services, communication center, weather services and Mess Halls.
- Secure liberty.
- Restrict non-essential military personnel to barracks, quarters or shelters. Personnel will be allowed to go to Mess Halls until DWC I(E) or as directed by the EOC.

EOC Staff/Dir of Ops

- Close installation gates to all but mission essential and emergency traffic and returning base residents.
- Advise Area Commanders to secure liberty and restrict nonessential personnel to the barracks, quarters, or Emergency Shelter.
- Personnel are authorized to go to the Mess Hall until the onset of damaging winds.

PMO

- Patrol the Cherry Point area and notify the EOC of damage and current or potential situations. Coordinate closely with the EOC regarding gate status and access to the base.

DESTRUCTIVE WEATHER MANUAL

AC/S G-6

- Maintain essential communications and information systems as contained in this Manual.

AC/S MCCA

- Close remaining MCCA activities, facilities and services.
- Coordinate with the DECA Officer to close the commissary as directed by the EOC.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB G

DESTRUCTIVE WEATHER CONDITON I(E) (DWC I(E)) (0 Hours)

Unit

Task

All Sections

The Cherry Point area is currently experiencing a specific destructive weather system. Military and civilian functions crucial to essential operations, and emergency responses necessary to protect life and preserve law and order will be the only authorized activities. Mess Halls will be closed until the passing of destructive weather. Motor vehicle operation will be restricted to emergency and tactical vehicle operations coordinated by the EOC. At a minimum, in addition to the requirements of previous DWCs, all Cherry Point area commands, key staff, and tenant units are required to:

- Secure all but essential operations.
- Cease vehicular traffic.
- Restrict all personnel to barracks, quarters, or shelters.
- Report the setting of DWC I(E) to the EOC.

EOC Staff/Dir of Ops

- Coordinate emergency maintenance, fire protection, medical services, and evacuation.
- Coordinate requests for assistance from civilian authorities with MCIEAST.

Naval Hospital

- Provide situation reports on emergency response calls to the EOC as soon as practical.

PMO

- Provide situation reports on emergency response calls to the EOC.
- Continue to notify EOC of any damage and current or potential emergency situations.

DESTRUCTIVE WEATHER MANUAL

APPENDIX G, TAB H

DESTRUCTIVE WEATHER CONDITON I(R)(DWC I(R))

Unit

Task

All Sections

The destructive weather system has passed the Cherry Point area, but safety and storm hazards remain. The Cherry Point and local area emergency management structure is effecting the speedy re-establishment of services, utilities, and the transportation system, clearing debris, and performing essential repairs. All commands will:

- Support the EOC and the emergency management structure in the coordination of recovery operations.
- Conduct casualty and damage assessments as soon as practicable after destructive weather.
- Provide casualty, damage, and other reports as required to the EOC as soon as practicable after destructive weather.
- Continue to restrict non-emergency personnel to barracks, quarters, or shelters until directed otherwise.
- Report the setting of DWC I(R) to the EOC.
- Commence phased recovery operations as directed by the EOC.

EOC Staff/Dir of Ops

- Notify units to set DWC I(R).
- Establish recovery operations priorities.
- Determine the condition of readiness and the timetable for when the Cherry Point area will return to DWC V.
- Coordinate the provision of audiovisual and helicopter support for an aerial visual recon of the base.
- Collect and compile destructive weather casualty and damage assessments.

DESTRUCTIVE WEATHER MANUAL

- Determine when the airfield and air traffic control facilities will be operational. Provide a timetable for operations as soon as practical. Coordinate with 2D MAW for scheduling operations to recover evacuated aircraft.

Director of Facilities

- Conduct and report damage assessments of base area facilities and utilities as soon as practical.
- Coordinate with EOC for the response to request for assistance, repair of essential facilities, and restoration of utilities to the base area in accordance with the Recovery plan and priorities.
- Provide the EOC with a timetable for restoration of utilities and completion of essential repairs as soon as practical.
- Continue recovery operations and reporting until the EOC is disestablished.

PMO

- Conduct and report damage assessments of base.
- Provide the EOC with an environmental damage assessment of the base as soon as possible.
- Coordinate for the isolation, security, and clean up of hazardous material accident sites.
- Be prepared to detour traffic around impassable routes and to mark significant hazards on base road network.
- Facilitate traffic flow around road repair as required.

Naval Hospital

- Assess and report the impact of destructive weather on medical services to the EOC.
- Continue reporting status of serious injuries or medical cases caused by the destructive weather.
- Be prepared to assist civilian emergency medical requirements.

DESTRUCTIVE WEATHER MANUAL

Director of Supply

- Assess and report the impact of destructive weather on Logistic operations.
- Coordinate with DECA for a timetable for opening and hours of operation of the Commissary.
- Provide emergency food/messing, water and sanitation services as required upon assessment of the damage.
- Be prepared to support the distribution of donations of essential items and services as required.

AC/S M CCS

- Assess and report the impact of destructive weather on M CCS activities to the EOC as soon as practical.
- Provide a timetable for opening and hours of operation of M CCS activities, facilities, and services.
- Coordinate with the EOC for the provision of equipment and personnel as required for rescue and recovery operations.

AC/S G-6

- Conduct and report damage assessments of base area communication and information systems and facilities as soon as practical.

AC/S G-1

- Assess and report the impact of destructive weather on manpower issues to the EOC as soon as practical.
- Coordinate with Facilities to disseminate the timetable for opening and hour of operation of daycare centers, and the Family Service Center.
- Activate Human Services Division to support the assistance of disaster victims as directed by the EOC.
- Be prepared to support the collection, storage distribution of donations of essential items and services as directed by the EOC.

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JPAO

- Prepare and release pertinent news releases and responses to media inquiries regarding storm damage, personnel casualties, and recovery operations as directed by the EOC.

SJA

- Establish a Destructive Weather Information, Assistance and Claims Office as required.

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EMERGENCY PHONE NUMBERS

<u>LOCATION</u>	<u>PHONE NUMBER(S)</u>
General Emergency	911
Hospital	466-0266
Fire Department	466-3333
Military Police	466-3615/16/17
Facility Maintenance	466-4363/5334
Telephone Repair	114/466-4701
Red Cross (New Bern)	637-3405
EOC	466-5216/17/18
EOC (STU III/FAX)	466-2227/6601
EOC (PMO/Fire Dept)	466-3393
EOC (Coast Guard)	466-6343
Cherry Tree House	466-3861/4892/5493/3769
Havelock Senior High School	444-5112/5113
Marine Dome	466-2566/1170/2390
Arthur Edwards Elementary School	444-5140
Havelock Middle School	444-5125
Brinson Memorial School	514-6431
Havelock EOC	444-3928/3880
Havelock (Police Dept/EOC)	447-1111/1112/3212 Ext 0
Carteret County Emergency Management Agency	728-8470
Craven County Emergency Management Agency	636-6608
Craven County Sheriff's Office	636-6620
New Bern Highway Patrol	514-4714
AWH	800-441-6127
Beaufort EOC	DSN 335-6343/6344
Lejeune EOC	DSN 751-1714/5276/5744/5746
New River EOC	DSN 752-5685/5686
II MEF COC	DSN 751-8146/8138
MCAS Director of Ops	466-3580/5175
MCAS Destructive Wx Officer	466-2343/5616
MCAS CDO	466-5236/2848/2847
Dental	466-0401/0402
Airfield Operations	466-2233
Supply, Station	466-5735/2245
SAR	466-4434/5745
SAR Shack	466-4066
2D MAW CDO	466-4388/4313/4314
Joint PAO	466-4241/2536/5279/5714
Chow Hall	466-5766/4690/4209
Weather	466-2523/4442
NADEP	464-7999
MARFORLANT Command Center	757-836-1644/1721 (DSN 836)
MARFORLANT Ops Chief	757-836-1622 (DSN 836)

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APPENDIX I

EMERGENCY SHELTERS OPERATIONS

1. Purpose. To publish guidance, information and procedures for the Emergency Shelters in accordance with this manual.

2. Information

a. Military Emergency Shelters will be activated by order of the Emergency Operations Center (EOC). Civilian Community Emergency Shelter activation is controlled by the Craven County Emergency Management Agency. MCAS Cherry Point will attempt to provide personnel and logistic support to these shelters as requested.

b. Emergency Shelters are designed to provide protection for individuals whose homes may not withstand the impending destructive weather. Additionally, Emergency Shelters are for personnel displaced due to destructive weather and personnel in a transitory status who cannot be billeted elsewhere aboard the base. Depending on the nature of the destructive weather, use of shelters by Marines and dependents aboard the base may become mandatory.

3. Action

a. All personnel assigned to the Emergency Shelters will become familiar with the procedures contained within this Appendix.

b. In the event, Marine Corps Air Station Cherry Point (MCAS CHPT), sets Destructive Weather Condition (DWC) III. The Emergency Shelter Officer In Charge (OIC) will be briefed by the EOC OIC on which Emergency Shelter Teams to deploy. See 2003.2 of this manual.

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APPENDIX I

CONTENTS

CHAPTER

- 1 Mission, Organization and Objectives
- 2 Duties and Responsibilities
- 3 Logistical Support and Requirements

TABS

- A Emergency Shelter Staff T/O
- B Emergency Shelter Personnel Roster
- C Emergency Shelter Operations Report
- D Emergency Shelter Status Report
- E Emergency Shelter Registration Form
- F Emergency Shelter Rules
- G Emergency Shelter Occupant Recommended Items List
- H Emergency Shelter Gear Inventory
- I Emergency Shelter locations

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MISSION, ORGANIZATION AND OBJECTIVES

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MISSION, ORGANIZATION AND OBJECTIVE

I1000. Mission. Emergency Shelters established on base will be operated and managed by designated military personnel with focus on providing emergency shelter and logistic support to personnel displaced due to destructive weather. MCAS Cherry Point will provide personnel and logistic support to Civilian Community Emergency Shelter as requested. The lead for management of these civilian shelters will remain with the American Red Cross, but MCAS Cherry Point will be prepared to provide a full range of support to the shelters.

I1001. Organization. The Emergency Shelter section is a unit consisting of personnel assigned from Headquarters and Headquarters Squadron (H&HS), VMR-1 and 2nd Marine Aircraft Wing (2D MAW).

1. Emergency Shelter Headquarters Element. Consist of (1) Emergency Shelter OIC, a company grade officer, assigned by H&HS. Assisting the Emergency Shelter OIC will be (1) Gunnery Sergeant to perform the duties of the Emergency Shelter SNCOIC, and (4) Non-Commissioned Officers (NCO) to act as drivers and to perform clerical duties, also assigned by H&HS.

2. Emergency Shelter Teams 1 through 4. Each team consists of the following: (1) Shelter Manager, a company grade officer; (1) Assistant Shelter Manager, Staff NCO (SNCO); (2) Shelter Personnel, NCO; and (4) Shelter Personnel, Non-NCO. Emergency Shelter Teams 1 through 4 will be assigned by H&HS.

3. Emergency Shelter Team 5. Consists of the following: (1) Shelter Manager, a company grade officer; (1) Assistant Shelter Manager, Staff NCO (SNCO); (2) Shelter Personnel, NCO; and (4) Shelter Personnel, Non-NCO. Emergency Shelter Team 5 will be assigned by VMR-1.

4. Medical Teams. Consists of the following: (1) Health Care Provider, (1) Nurse and (2) Corpsman. One Medical Team will be assigned per Emergency Shelter. Medical Teams will be assigned by USNH Cherry Point.

5. Chaplain Corps Teams. Consists of the following: (1) Chaplain and (1) Religious Program Specialist (RP). One Chaplain Corps Team

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will be assigned per Emergency Shelter. Chaplain Corps Teams will be assigned by the Station and Wing Chaplain Corps.

6. Generator Personnel. Consists of the following: (1) NCO and (1) non-NCO both with a primary MOS of 1141. Generator Personnel will be assigned upon activation of the Civilian Community Emergency Shelter; #2 Havelock High School, #4 Arthur Edwards Elementary, #5A Havelock Middle School or #5B Brinson Memorial Elementary. Generator Personnel will be assigned by 2D MAW.

7. 7-Tons Drivers/A-Drivers. Consists of the following: (1) NCO and (1) non-NCO both with a primary MOS of 3531. Two 7-Tons Teams will be assigned per Emergency Shelter. 7-Tons Teams will be assigned by 2D MAW.

I1003. Objectives. The objectives of the Emergency Shelter are to provide:

1. Facilities to accommodate a mixed group of military personnel, dependents, civil service, and non-appropriated fund employees. These facilities give a margin of safety against the various destructive weather situations.
2. Emergency food, water, sanitation, medical and religious services for an extended period of time.
3. Assistance to Civilian Community Emergency Shelter for persons not affiliated with the military or DoD.

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DUTIES AND RESPONSIBILITIES

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DUTIES AND RESPONSIBILITIES

I2000. General. Personnel assigned to the Emergency Shelters must be thoroughly familiar the duties as laid out in this manual. The members that make up the Emergency Shelters section must work well and effectively together to provide a supportive environment that facilitates the residents' emergency needs and makes them as comfortable as possible under such circumstances.

I2001. EMERGENCY SHELTER OIC. The Emergency Shelter OIC will exercise supervision over all aspects of the Emergency Shelters. The Emergency Shelter OIC responsibilities are, but not limited to those as assigned in paragraph 3008 of this manual.

1. Prior to 1 June

a. Coordinate with the Commanding Officers of H&HS and VMR-1 to establish accurate Emergency Shelter team rosters. The rosters will include: Name, rank, work and home recall phone numbers and which Emergency Shelter Team assigned. The rosters will be submitted to the MCAS AC/S G-1 and Director of Operations no later than 1 June and updated monthly or as required. (See Appendix I, TAB B.)

b. Coordinate with the Facilities Property Warehouse (Bldg 151) to inventory the pre-staged Shelter gear. (See Appendix I, TAB H)

2. Once Destructive Weather Condition III is set, report to the EOC for briefing. Coordinate the Shelter's MREs, supplies, transportation requirements, equipment, 7-tons, generators and manning.

3. Brief members of Emergency Shelter teams, Chaplains and Health Care Provider teams with specific assignments.

4. For the purpose of accounting for all persons seeking shelter/material used, the Emergency Shelter OIC will maintain registration forms of all evacuees including name, address, phone number, next of number, time in/out, meals and equipment issued from the Shelters supplies. (See Appendix I, TAB E.)

APPENDIX I, CHAPTER 2

5. Ensure general readiness of each Emergency Shelter to receive evacuees.
6. Ensure assistance is made available to aid evacuees in checking out and setting up cots and blankets. Accurate custody records must be maintained for post-storm recovery and accountability of all issued items.
7. Ensure an adequate supplemental water supply is on hand for personal hygiene and sanitation, to preclude shortage in the event of the loss of primary water sources. Be prepared to implement a rationing plan if significant damage to the water source occurs and delays are expected prior to recovery.
8. Ensure space is designated for Health Care Provider teams.
9. Submit an Shelter Status Report to the EOC **every two hours** or as requested covering Shelter populations and inventories of supplies. (See Appendix I, TAB D.) This report may be via internet, phone, or Motorola. If using the EOC web mailbox (See I3003), ensure positive reception of data by the EOC.
11. Maintain a detailed record of Shelter operations in the Logbook from opening until closing. (See Appendix I, TAB C.)

I2002. EMERGENCY SHELTER SNOIC. The Emergency Shelter SNOIC will assist the Emergency Shelters OIC in the performance of his duties by exercising supervision over all aspects of the Emergency Shelters. The Emergency Shelter SNOIC responsibilities are, but not limited to:

1. Prior to 1 June

- a. Coordinate with the Shelter Managers of H&HS and VMR-1 to ensure accurate Emergency Shelter team rosters. The rosters will include: Name, rank, work and home recall phone numbers and which Shelter team assigned. All rosters will be coordinated and submitted to the Emergency Shelter OIC no later than 1 June and updated monthly or as required. (See Appendix I, TAB B.)

- b. Coordinate with the Facilities Property Warehouse (Bldg 151) to inventory the pre-staged DWS gear. (See Appendix I, TAB H)

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d. Coordinate with the Station Motor Pool to ensure the correct numbers of commercial vehicles are available.

2. Once Destructive Weather Condition III is set, recall the Emergency Shelter Teams for briefing. Coordinate the pickup of Shelter MREs, supplies, transportation requirements, equipment and manning.

3. Brief the Shelter Manager of specific assignments. Issue Motorola radios to the Shelter Managers.

4. For the purpose of accounting for all persons seeking shelter/material used, the Emergency Shelter SNCOIC will maintain registration forms of all evacuees including name, address, phone number, next of number, time in/out, meals and equipment issued from the Shelter supplies. (See Appendix I, TAB E.)

5. Ensure general readiness of each Emergency Shelter to receive evacuees.

6. Ensure assistance is made available to aid evacuees in checking out and setting up cots and blankets. Accurate custody records must be maintained for post storm recovery and accountability of all issued items.

7. Ensure an adequate supplemental water supply is on hand for personal hygiene and sanitation, to preclude shortage in the event of the loss of primary water sources. Be prepared to implement a rationing plan if significant damage to the water source occurs and delays are expected prior to recovery.

8. Ensure space is designated for Health Care Provider teams.

9. Submit an Emergency Shelter Operations Report to the EOC **every two hours** or as requested covering Shelter population and inventory of supplies. (See Appendix I, TAB D.) This report may be via internet, phone, or Motorola. If using the EOC web mailbox (See I3003), ensure positive reception of data by the EOC.

10. Maintain a detailed record of Shelter operations in the Logbook from opening until closing. (See Appendix I, TAB C.)

I2003. Shelter Managers. The Shelter Managers will assist the Emergency Shelter OIC in the performance of his duties by exercising supervision over all aspects of their specific Shelter. The Shelter Managers responsibilities are, but not limited to:

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1. Prior to 1 June. Coordinate with the Emergency Shelter OIC/SNCOIC to ensure your Shelter Team roster is accurate. The roster will include: Name, rank, work and home recall phone numbers for each member assigned to your Shelter Team. All rosters will be coordinated and submitted to the Emergency Shelter OIC no later than 1 June and updated monthly or as required. (See Appendix I, TAB B.)
2. Supervise the Shelter and your Shelter Team. A sample Shelter Team T/O may be found in Appendix I, TAB A.
3. Receive, inventory and maintain accountability records for all equipment and supplies. This does not mean that each resident must sign a custody card for each cot/blanket or other item received, but it is recommended that a system of accountability be included with resident check-in to establish a positive tracking means for items when the Emergency Shelter closes. (See Appendix I, TABs C and E.)
4. Prohibit personnel from bringing bulky, outsized, non-essential personal items that take up excessive space. The list of recommended items for shelter occupants is contained in Appendix I, TAB G.
5. For the purpose of accounting for all persons seeking shelter/material used, the Shelter Manager will maintain registration forms of all evacuees including name, address, phone number, next of number, time in/out, meals and equipment issued from the Shelter supplies. (See Appendix I, TAB E.)
6. Submit an Emergency Shelter Status Report to the Emergency Shelter OIC/SNCOIC **every two hours** or as requested covering Shelter population and inventory of supplies. (See Appendix I, TAB D.) This report may be via Internet, phone, or Motorola.
7. Assign personnel to facilitate controlled movement of personnel as they enter the Shelter. Ensure evacuees fill out an Emergency Shelter Registration Form. (See Appendix I, TAB E.)
8. Institute a watch and sleep schedule for all Shelter Staff. This watch will maintain a close watch for weather damage, pass on communications and situation reports of weather, and eliminate potential fire hazards.
9. Establish and keep clear an emergency vehicle access lane for possible emergencies.

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10. Secure loose and potentially loose objects such as signs, trashcans, etc. in the immediate area of the Shelter.

11. Maintain a detailed record of Shelter operations in the Logbook from opening until closing. (See Appendix I, TABS C and D.)

I2004. Assistant Shelter Managers. The Assistant Shelter Managers will assist the Shelter Managers in the performance of his duties by exercising supervision over all aspects of their specific Shelter. The Assistant Shelter Managers responsibilities are, but not limited to: Serving as a shift manager as directed, planning and conducting MRE distribution, health care, sanitations, security and safety for the entire Shelter.

I2005. Shelter Personnel. The Shelter Personnel will assist the Shelter Managers in the performance of his duties. The Shelter Personnel responsibilities are, but not limited to: Registration clerk, supply distribution, phone watch, security patrols, sanitations and directing traffic.

I2006. Health Care Providers. Provide medical supplies and assistance to the Shelter occupants as required.

I2007. Shelter Chaplains. Provide the spiritual well being of all Shelter occupants, counsel as needed, and coordinate religious services as desired by the Shelter occupants.

I2008. 7-Ton Drivers/A-Drivers. Provide vehicular logistical support as directed by the Shelter Manager. Assist the Shelter Personnel in the performance of their duties.

I2009. Generator Personnel. Provide alternative lighting and power in the case of a power outage at the designated Shelters as directed by the Shelter Manager. Assist the Shelter Personnel in the performance of their duties.

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LOGISTICAL SUPPORT AND REQUIREMENTS

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I3000. Messing. During emergency operations, Shelter occupants will subsist on food they have brought to the shelter, or subsist in accordance with the procedures set forth below:

1. Until power is lost or storm conditions restrict movement to existing facilities, Shelter personnel will subsist in their assigned Mess Hall.
2. While the emergency is in progress (all outside movement restricted) all personnel at the Shelter will subsist on MREs.
3. After the emergency conditions are over and the storm has passed, shelter occupants will subsist in designated Mess Halls.

I3001. MRE Logistics. The MCAS Supply Directorate will coordinate support for the Emergency Shelters. MREs will be drawn from the II MEF Food Service Office and Rations Platoon. Resupply requests can be made via the Center Situation Report. See 7001.2 for further details.

I3002. Communications.

1. Based on previous experience, phone communications can be anticipated throughout the destructive weather and the recovery operations; as such, telephone will be the primary means of communicating with the Emergency Shelters. If a computer connection is available, the EOC may be contacted via email at CHPT_EOC_OMB@usmc.mil (CHPT_EOC_OMB on the NMCI Global Address List).
2. The Emergency Shelter OIC/SNCOIC will issue (1) Saber radio and charger to each Shelter Manager. Saber radios will serve as the backup means of communications with the Shelter Net as the primary net and the Destructive Weather Control Net as an alternate Net.

I3003. Vehicle Requirements.

1. The Emergency Shelter Section will require the following vehicle support in order to deliver and recover Emergency Shelter gear: (1) 3-ton, box truck for on base shelter deliveries. (1) 40ft box tractor-trailer and (1) roll off truck with forklift for shelter deliveries off base. The Emergency Shelter OIC/SNCOIC will coordinate with the Station Motor Pool concerning drivers, pick-up times, and delivery routes for both out going deliveries and the recovery efforts.

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2. The Emergency Shelter Section will require the following vehicles in support of the Emergency Shelter teams throughout the operation:

(1) commercial van more than the total number of shelters activated for shelter team transportation and support. The Emergency Shelter OIC/SNCOIC will coordinate with the Station Motor Pool and Shelter Managers concerning drivers and vehicle pick-up times.

I3004. Interpreter Requirements. Based on previous experience, if Civilian Community Emergency Shelter #5B Brinson Memorial Elementary is activated. There will be a requirement for (2) Spanish speaking Marines to augment the shelter team.